UNIVERSITY OF MARYLAND
SUMMER 2019/FALL 2019/SPRING 2020
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST
(Supervisor's On-line Orientation must be completed) http://www.umd.edu/workstudy

TO PARTICIPATE IN THE FWS PROGRAM THERE MUST BE A SUPERVISOR AND AN ALTERNATE SUPERVISOR

Please attach a job description for this FWS position.

Could this work-site be considered as Community Service? Yes No [X]

UMD Department: PAIN TRANSLATION SYMPTOMS SCIENCE
(Full Name of Department)

Off-Campus Agency: [Blank]
(Full Name of Agency- For Off-Campus Positions Only)

Address: 655 W. LOMBARD ST. 21201 BALTIMORE

Telephone: 410-706-8244 Fax No. 410-706-5427

Work Study Supervisor's Full Name: LUANA CALLOCA

Work Study Supervisor's Title: ASSOCIATE PROFESSOR

E-mail Address: calloca@umd.edu

Alternate Supervisor's Full Name: CYNTHIA PENN

Alternate Supervisor's Title: ASSOCIATE PROFESSOR

E-mail Address: umn@umd.edu

Job Title: RESEARCH ASSISTANT (S)

Job Function: ___ Technical ___ Administrative ___ Research Lab ___ Research Clinical ___ Tutor ___ Program Admin.

Duties: HELP COLLECT DATA HELP SCHEDULE APPOINTMENTS HELP UPDATE REDCAP

Completion of this request form does not guarantee the department/agency will have a Federal Work-Study student employee. The person who signs this form must also sign the Job Certification Form and approve the biweekly payroll timesheets. If a student exceeds their maximum FWS award, the supervisor's department is responsible for paying 100 percent of the over award.

Return completed form to:
Student Employment Office: University Of Maryland, Baltimore; 601 W. Lombard St, Suite 221; Baltimore, MD 21201
Phone: 410-706-7347 E-Mail: hrs@umd.edu URL: www.umd.edu/workstudy
Duties for Clinical Research Students

- Preparation of the protocol for the IRB
- Screening, enrollment and follow-up visits
- Data collection
- Preparations of semi-annual reports
- Quality management of collected data and files