

UNIVERSITY OF MARYLAND
SUMMER 2025/FALL 2025/SPRING 2026
FEDERAL WORK-STUDY SUPERVISOR'S STUDENT REQUEST

(Supervisor's On-line Orientation and Supervisor Acknowledgement Checklist must also be completed) <http://www.umaryland.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 _____

UMB Department School of Social Work, Student Affairs, Academic and Career Advising
(Full Name of Department)

Off-Campus Agency _____
(Full Name of Agency- For Off-Campus Positions Only)

Address 525 West Redwood Street, Baltimore MD 21201

Telephone 410-706-3525 Fax No. _____

Work Study Supervisor's Full Name Alex Cosentino-Tich

Work Study Supervisor's Title Academic and Career Advisor

E-mail Address acosentino@ssw.umaryland.edu

Alternate Supervisor's Full Name Dawn Shafer

Alternate Supervisor's Title Dean of Student Affairs

E-mail Address dshafer@ssw.umaryland.edu

Job Title Peer Communications Specialist

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

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 student's 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:

Alex Cosentino-Tich

06/25/2025

E-Mail: FWS@umaryland.edu

Phone: 410-706-7347

**Office of Student Employment; University Of Maryland, Baltimore; 601 W. Lombard St, Suite 221;
Baltimore, MD 21201**

Peer Communications Specialist

This position is for 8-10 hours a week in person, and it reports to the Academic and Career Advisor. The peer communications specialist will work in tandem with the Academic and Career Advisor to develop communication materials for Social Work students. The applicant should be a student at the School of Social Work.

A peer communications specialist work study student may do the following:

- With the Advisor, create an “Advising Monthly” one page newsletter for current students with updates from the advising office.
- Draft marketing materials, including emails, Elm Posts, and digital posters for upcoming advising and career related events at the School of Social Work
- Assist with the preparation of materials for advising and career development-related activities.
- Support advising and career development programming
- Come up with creative ways to engage students online and in-person
- Provide feedback on advising, curriculum, and career development webpages from the students’ perspective.
- Facilitate program assessment and evaluation efforts in collaboration with the Advisor

This student should have the following skills:

- Excellent interpersonal communication, collaboration, creativity and problem-solving skills
- Basic graphic design skills (ability to use Canva)
- Comfortable with technology
- Microsoft Office