COVID-19 Housing Assistant Position

Description

The COVID-19 Housing Assistant provides an important function for implementing COVID-19 safety in the residence halls. Quarantine and isolation housing exist to mitigate the spread of COVID-19 by housing existing residents who have been directed to quarantine or isolate by Student Health and Counseling Services (SHCS). While in quarantine or isolation, students are provided a variety of services to ensure they can stay in quarantine or isolation.

COVID-19 Housing Assistants aid residents in quarantine and isolation in the residence halls. This position is newly created and temporary.

Compensation and Hours

This position works no more than twenty (20) hours per week at $14.00 per hour. Daily work hours are between 11:45am-1:00pm, and 4:30pm-7:30pm. (hours may vary).

Employee Learning Outcomes

Student employees will be able to:

- Address needs of students in quarantine and isolation.
- Identify and report concerning behaviors.
- Demonstrate ability to critically think through a process and identify ways to make it as safe as possible.
- Utilize resources to solve problems related to the job/assist in job duties.
- Utilize personal protective equipment (PPE) and physical distancing strategies to create a safe working environment.

Job Summary:

Under the general supervision of a University Housing Services staff member, the COVID-19 Housing Assistant has responsibility for:

- Picking-up and delivering meals from The Servery to students in quarantine and isolation housing.
- Take photos of meal delivery and submit photos to a designated location.
- Deliver groceries to students in quarantine and isolation, if ordered.
- Deliver packages and/or mail for students.
- Wear PPE and physically distance at all times when in public spaces.
- Disinfect and clean equipment after each use.
Qualifications:

1. Must be in good disciplinary standing with University Housing Services and the University when appointed and for the duration of the employment period;
2. Must be in good academic standing (minimum cumulative GPA of 2.0 and for each semester while employed);
3. Must be enrolled in at least six (6) units each semester at CSU, Sacramento while employed.
4. Ability to work in a diverse environment with college students, staff, and faculty;
5. Self-motivated and able to work independently with nominal supervision;
6. Excellent communication, administrative, organizational, and customer service skills;
7. Ability to respond to safety and emergency situations;
8. Ability to maintain confidentiality;
9. Ability to work a flexible schedule, including evenings and weekends;

Preference:

Hiring preference is given to those living on-campus at time of hire.