Federal Work-Study/ Wesley Work-Ship Job Description
School Year: 2016-2017

<table>
<thead>
<tr>
<th>Job Title:</th>
<th>Science CSI Asst.</th>
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<tbody>
<tr>
<td>No# of Positions Available:</td>
<td>2</td>
</tr>
<tr>
<td>Job Types Available:</td>
<td>FWS: Yes  WWS: Yes</td>
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<tr>
<td>Supervisor:</td>
<td>Professor Tommye Staley</td>
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<tr>
<td>Department:</td>
<td>Science</td>
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<tr>
<td>Location:</td>
<td>Cannon Hall Room C7</td>
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<tr>
<td>Contact Information:</td>
<td>302-736-2475/ Cell 745-6790 / <a href="mailto:Tommye.Staley@wesley.edu">Tommye.Staley@wesley.edu</a></td>
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Job Duties:
- Assist in setting up crime scenes
- Clean up after crime scenes
- Assist students in understanding their roles at the crime scenes
- Categorize and catalogue evidentiary items
- Collect and store evidence after a crime scene
- Maintain the Forensics/CSI library
- Setting up evidence assessment activities
- Review the evidence assessment activities evaluations

Special Abilities/ Skills:
- Ability to understand written directions
- Ability to comprehend and carry out oral instructions
- Agility to assist students with the evidence collection process

Work Schedule:
- Anytime TT 8am-2pm
- Absolutely necessary on crime scene days to be there by 10am to set up crime scene
- Individual work schedules will be arranged around the employee’s class schedule.

Additional Comments:
- Previous completion of CSI course helpful, but not mandatory
- Looking for two conscientious students