

Student Assistant Job Description

Life Skills, Parent Education

The student assistant works directly with the GCC Life Skills Faculty and Staff.
The student worker will assist with day to day operations and will direct students to the appropriate personnel as needed

Job Duties:

- Assisting with the supervision of children while their parents are participating in GCC Life Skills classes
- Assisting Life Skills instructors with distributing instructional materials in the classroom
- Ensuring that the environment is safe and welcoming
- Reports all accidents, safety hazards, or conflicts to supervisor immediately.
- Keeps the program areas neat and organized. Follows all safety procedures
- *Conversational English and experience working with children required*

Required Schedule:

Winter Term:

Monday: 8:45 - 2:00 Split Duties
Wednesday: 9:00 - 12:00 Front desk
Friday: 8:30 - 1:00

Spring Semester:

Monday: 8:45 - 12:00 Front desk
Tuesday: 9:00 - 12:15 Front Desk
Wednesday: 9:00 - 12:15 Class Assistant
Thursday: 9:00 - 12:15 Class Assistant

Rate: \$16.50/hr

Hours: approximately 12 hours per week

Announcement Date: November 21, 2025

Closing Date: *accepting applications until position is filled*

QR Code Link to Application:



Superintendent/President Dr. Ryan Corner

Board of Trustees Dr. Sevan Benlian • Yvette Vartanian Davis • Dr. Armine Hacopian • Desirée Portillo Rabinov • Ann H. Ransford