

Adams State College  
Off Campus Jobs

Work Study Job Description

**Work Study Job Title:** La Puente Shelter Staff

**Job Description:** Assist with day to day operations of the shelter, including cooking meals, recording intakes and guest statistics, rule enforcement, cleaning, organizing, picking up donations, shelter tours, and administering advocacy services. Work study are also required to attend weekly shelter and staff meetings, as well as staff days every other month.

\*\* Students must qualify for Need-based Work-study to apply for this job.

**School/Department:** Off Campus  
**Contact Person:** Molly Hilligoss  
**Address:** 913 State Ave  
**Phone:** 589-3499