

Student Work Supervisor Newsletter

Announcements and resources for supervisors of student workers at Reed

SURVEY - Student Worker Appreciation

The Student Work Office would like to hear from YOU, supervisors, about what you do to appreciate and acknowledge the work that student workers do in your office.

Please take a moment to complete this three-question survey about student worker appreciation! [SURVEY LINK](#)

Spring 2020 Student Supervisor Trainings

In 2019, we had 58 supervisors attend at least one training! If you haven't attended a supervisor training yet, we would love to see you at one this spring. Below are the training offerings for Spring 2020. **RSVP for some or all trainings [here](#).**

▶ Effective Interviewing: Reducing Bias in the Interview Process

February 24th, 1:30-3:00pm

Lead by Hayden Todd, Career and Fellowships Advisor, Center for Life Beyond Reed

▶ Supporting Student Worker Academic Success

March 17th, 1:30-3:00pm

Lead by Julie Maxfield, Associate Dean of Students for Academic Life

▶ Culturally Responsive Supervision

April 14th, 10:30am-12:00pm

Lead by Ruby Joy White, Director of the Multicultural Resource Center, and Jessika Chi, Assistant Dean for Institutional Diversity

Disability-related accommodations for student workers

Did you know that the Student Work Office has a process for determining disability-related accommodations for student workers in their on-campus jobs? Supervisors should refer any accommodation requests to the Student Work Coordinator, who will work with the student and supervisor to determine and document reasonable accommodations. If you have any questions about disability accommodations for student workers, please contact the Student Work Coordinator. Students can find information about this in the [Student Worker Handbook](#).

Student worker handbook and new onboarding email

Starting in Fall of 2019, all student workers receive an email from the Student Work Office when they are hired for their first on-campus position. This email includes contact information for Payroll and the Student Work Office, as well as a copy of the newly updated [Student Worker Handbook](#).

Spring 2020 Student Work Fair Success!



*Thank you to those
who attended!*



Thank you to those of you who attended the Spring 2020 Student Work Fair! We had our highest attendance yet with a headcount of ~90 students attending!

Student Work Office: reed.edu/student-work

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