**MakerSpace Monitor Position Description**

**Position Title:** Makerspace Monitor

**Campus:** Midlothian

**Employer:** Engineering

**Number of Positions/Vacancies:** 5

**Contact Person:** Frances Davis

**Contact Number:** 804-594-1586

**Contact Address:** T-Building Room 309B

**Responsibilities:**

We are looking for MakerSpace Monitors to oversee use of the MakerSpace laboratory on the Midlothian Campus. The MakerSpace contains a 3D printer, common hand and power tools, sensors, motors, and programmable microcontrollers (Arduino and VEX kits). Each MakerSpace Monitor will be responsible for:

* Supporting students as they work in MakerSpace
* Leading tutorials on how to use the equipment in the space safely
* Maintaining safe use of the Makerspace by making sure that students are wearing any required protective equipment and following the safety rules for each piece of equipment
* Cleaning and low-level maintenance of machines, tools, and materials
* Supporting the MakerSpace Coordinators (Drs. Bampton, Davis, and Renault) in developing a repository of tutorials and projects for beginners in the space

**Required Qualifications:**

Each MakerSpace Monitor must:

* have a genuine excitement for and ability to work with students in an environment dedicated to making things.
* be able to work at least 5 hours per week, Monday – Thursday between 11 am and 6 pm in blocks of at least 2 hours.  You will have the possibility to work up to 15 hours per week
* qualify for federal work study

**Special Notes:** Students interested in the position should contact Dr. Frances Davis by emailing [fdavis@jtcc.edu](mailto:fdavis@jtcc.edu). When responding applicants should:

1. Use Makerspace Monitor in the subject line of the email.
2. Attach copy of their schedule for the Fall semester.
3. Write a paragraph (3-7 sentences) in the body of the email stating: (a) their major, (b) their planned graduation date, and (c) why they are interested in the position.
4. Candidates with experience using 3D printers, CAD software, hand or power tools, and/or Arduino kits should include an additional paragraph describing their experience.  Note that experience is not required to apply; you can complete training in the Makerspace.