JEP IS HIRING!

Front Office Assistant

JEP is seeking a hard-working and committed student to work as the Front Office Assistant.

\***Graduate students preferred, as large daytime blocks are required, for 20 total hours per week**. Monday – Friday

between 8:30am – 5:00pm.

\*Must commit to a full year term (Fall’24 to Spring ’25).

\* Minimum wage hourly rate.

\*Must be able to attend mandatory training retreat August 19-21, 2024.

**Deadline: April 19, 2024.**