How to Find a Job

- Student Employment recommends beginning your search a month or more before classes start. You may search for positions at any point in the school year or summer months.
  - Search for jobs by:
    - Creating an account on the Student Employment Talent Management System, the source for ALL student employment positions: go.gwu.edu/applytostudentpositions
    - Search for the type of employment you are interested in: Non-FWS, On-Campus FWS, or Off-Campus FWS
    - Using filters like department, school, location, or professional outcomes to narrow your search

Be sure to follow up with the Hiring Manager listed on the job posting after submitting your application to help yourself stand out among many applicants.

What should you do to prepare to work as a student employee?

- Check out the resources available on the Student Employment Website to enhance your work experience.
- Visit the Center for Career Services’ website for tips on resumes, cover letters, and interviewing skills.
- Be prepared to show original documents to complete your I-9 form.
- Talk seriously with your family about the earnings expectations they have for you and how you should spend that money.
- Watch for emails coming from Student Employment to your GW email account.

Fast Facts

- Student employment refers to getting a part-time job at GW, either through the Federal Work Study (FWS) program or in a non-FWS student employee position.
- Students typically work between 8-10 hours per week, and are strongly recommended not to work more than 20 hours a week.
- Students typically get paid $15.00 - $18.00 an hour.
- The Student Employment office does NOT place you in a position. You must apply and interview for posted positions. Positions are NOT guaranteed for all students, regardless of FWS status.
- You can work at any of the 150+ employing on-campus departments. FWS students can also work at one of 35+ GW approved off-campus FWS organizations.
- Apply early! Most students start their jobs during September and October; it is more difficult to find a position during the spring semester.

Federal Work Study (FWS) Facts

- FWS is a type of financial aid award that gives you the option to work part-time with a pre-approved employer.
- You must work to earn the award incrementally.
- Earnings are NOT applied directly toward your tuition bill.
- The award is not split into two separate semesters; you can earn the total award at any point during the fall and spring semesters.
- All available FWS positions are posted on the Student Employment Talent Management System.
- You may only have one FWS position/job at a time.
- The Office of Financial Assistance disburses FWS awards. Contact them at finaid@gwu.edu with any questions about your award.
- This year’s FWS program will run from Aug 30, 2021 - April 29, 2022.
KEYS TO GETTING AN ON-CAMPUS JOB WEBINARS

JUNE 30, 2021, noon-1pm, register here
July 6, 2021, 5:00pm-6:00pm, register here

Are you interested in working on-campus or through the FWS program, but are new to applying and interviewing for student employment positions at GW? Attend this helpful webinar to learn tips for writing your professional resume using your volunteer, leadership, and work experience, and learn effective communication techniques for virtual interviews and other online employer interactions.

FWS PROGRAM OVERVIEW WEBINARS

JUNE 29, 2021, noon-1pm, register here
July 7, 2021, 5:00pm-6:00pm, register here

This webinar is an overview of the Federal Work Study Program for new recipients of the FWS financial aid award. We will discuss what having a FWS award means, how to find positions, and the requirements to work at GW through the FWS program. Students and their family members are welcome to join!

FWS PROGRAM DATES

AUGUST 22, 2021 - April 30, 2022

Reminders:
- Apply to positions during the summer. Do not wait until August to begin your search.
- Student Employment does not place students in FWS positions and cannot guarantee a position, but students who apply early and follow recommendations overwhelmingly find a position.
- Be prepared to provide a professional resume, check out the Center for Career Services website for more information.
- Any amount of a student’s FWS award that has not been earned by the end of the FWS program cannot be paid to the student per the Department of Education. Earning the total award is not guaranteed.

FWS JOBS GO “LIVE”

JULY 12, 2021
Website: go.gwu.edu/applytostudentpositions

Federal Work Study (FWS) job postings will begin to be available for all FWS recipients in the Student Employment Talent Management System. More positions will continue to be posted after this date.

Tips:
- Be sure to use your @gwu.edu email account
- Carefully complete your application
- Prepare and upload any required documents
- Use a professional resume!