



Critical Making Studio Producer *Library*

Fall 2024 - Spring 2025

Duties/Responsibilities:

Critical Making Studio Producers (CMSPs) are primarily responsible for the Critical Making Studio's (CMS's) space, equipment, and services. In addition to general upkeep, CMSPs provide support for events and workshops hosted in the CMS.

Maintain work spaces

- Clean and organized, including Audio Booth.
- Monitor criticalmaking@oxy.edu Google Workspace: email, forms, and calendar.
- Monitor the access to the Audio Booth.
- Process 3-D print requests.
- Assist patrons with the use of CMS tools, technologies, and/or materials.
- Ensure that you, your fellow assistants, and other students using the workspaces and equipment follow CMS policies and safety guidelines and maintain a culture of respect for others.

Qualifications:

- Experience or avid interest in learning one or more of the following: 3-D Printing, Audio Recording software and equipment
- Desire to teach and learn collaboratively with other students. Approachable, sociable, and patient, especially with different kinds of learners.
- Curiosity to learn skills and subjects outside of one's comfort zone
- Self-motivated and self-directed learner.
- Punctuality, dependability, and ability to follow through with tasks.
- Strong communication skills.
- Ability to maintain and exist in a space that honors differences in gender, race, ethnicity, sexuality, class, religion, language access, mental, and physical ability.
- Students of any class year are welcome to apply

Start date: 8/27/2024

End date: 5/9/2025

Work Schedule: Flexible between 4:00PM – Midnight, Monday through Thursday; 4:00PM – 10:00PM, Friday through Sunday.

Hours Per Week: Up to 8 hours per week

Starting pay rate: \$17.28 per hour

Work Study: Yes

To apply, please submit student employment [application](#) to perwin@oxy.edu

