1. **Activate Your Handshake Account**
   Log on to [www.fit.joinhandshake.com](http://www.fit.joinhandshake.com), click on the “Florida Institute of Technology Login” button, and enter your TRACKS ID and password.

2. **Search for “On-Campus” FWS Jobs**
   - Federal Work Study jobs are listed under the JOBS tab, then click the “On-Campus” filter for all FWS positions.
   - All jobs have the hiring department’s name within the job title.
   - You should apply directly to the hiring supervisor, their contact info will be listed in the job description.

**Community Jobs**

Below are Community Service Work Study positions, they have the highest pay rate at **up to $14 an hour**. Contact fws@fit.edu to learn more about these opportunities:

1. **Rolling Readers**, TUTOR ($14 per hour)
   Read out loud to children and tutor them in reading, available shifts weekdays- 8:30am – 2pm

2. **Greater Melbourne Police Activities League**, TUTOR ($14 per hour)
   Tutor elementary school children in reading or math on Monday or Wednesday- 3pm – 5pm

**Important Dates**

- Fall Semester Hiring Starts: Monday, **08/20/2018**
- Fall Semester Hiring Deadline: Friday, **09/28/2018**

- Spring Semester Hiring Starts: Monday, **01/07/2019**
- Fall Semester Hiring Deadline: Friday, **02/15/2019**

Office of Career Management Services
Harris Commons, Room 309
(321) 674-8846
fws@fit.edu