

**Student Academic Services Center  
SASC Pre-Law Student Coordinator**

**Program:** SASC Student Academic Success Center

**Position:** The legal field is extremely competitive. SASC offers a Pre-Law program that can help students make informed decisions about their legal education and career. The SASC Pre-Law coordinators work together and are responsible for organizing events and building community among SASC students who are interested in the field of law. Events include information on admissions and financial aid, touring the CU law school, building connections, and meeting attorneys from various fields. This group is intended to promote interaction with peers as well as professionals to create a base for any student interested in law school.

**Job Responsibilities:** Plan and organize events, facilitate small groups, communicate with potential speakers, Law School administrators, attorneys in various fields, SASC alumni.

**Required Qualifications:** Engaged in a SASC program. Participated in SASC Pre-Law meetings in Fall 2020 and Spring 2021, ability to generate ideas to build community among the pre-law students, and organize events that are pertinent to gaining knowledge about the field of law. Ability to reach out to possible speakers who you might not know, strong ability to communicate over email and phone, ability to plan in advance and promptly respond to communication from students, speakers and team. Ability to facilitate small group discussions and meetings. Strong organizations skills.

**Preferred Qualifications:**

**Hours:** 3-5 hours/week

**Hiring Hourly Wage Range:**  
\$15.00

**Benefits:**

All Undergraduate and Graduate Student Positions are hired as Student Hourly, and are not eligible for tuition remission. Work Study is used, if awarded and available, but not required for hire.

Benefits are limited, but include possible Student Retirement, and Sick Leave that accrues at a rate of 0.034 sick hours per every 1 hour worked. Additional information can be found here: <https://www.cu.edu/employee-services/benefits-wellness/student-employee>

**To Apply:** <https://www.colorado.edu/mcneill/leadership>