

SUGGESTED TYPES OF WORK

I. CLERICAL

Typist, filing clerk, stenographer, clerical assistant, accountant.

Clerical work is permitted only as a necessary part of surveys, research, and other projects.

II. CONSTRUCTION

Model Maker (includes building of models, special apparatus or equipment).

III. DEPARTMENTAL SERVICE

Chart Maker, bibliographer, manuscript maker, preparator (preparation of exhibits, museum specimens, or records), technical assistant, translator.

IV. LIBRARY WORK

Cataloguer, bibliographer, collater, scrapbook maker.

Special assistants in departmental libraries or in Lawrence Public Schools; band or orchestra librarians.

V. GROUND AND BUILDING MAINTENANCE

Gardener, laborer, surveyor on special projects.

VI. RESEARCH AND SURVEYS

Laboratory technician or preparator, research assistant, clerical assistant--on faculty research projects.

VII. ART

Musician (members of music ensembles), artist (drawing for illustrative material), manuscript maker.

VIII. RECREATION

Supervisor of games, dramatic assistant, scout assistant, etc.

IX. REPRODUCTION

Manuscript copier, printers.

X. LABORATORY ASSISTANCE

Technician, dissector, modeler, preparator (includes preparing special specimens or models for exhibition or class demonstration).

XI. MISCELLANEOUS

Tutorial assistance

Museum - Preparator, classifier, repair of specimens.

Health - Nursing assistant, assistance in city or county health departments, food and sanitation departments.

Education - Research assistant, assistance to underprivileged groups, and in visual instruction.