Handshake – To find on-campus jobs:
1. Login in to Handshake and go to the “Jobs” section in the right hand column.
2. In the “Job Type” section, you can select filters like “On-Campus Employment” or “Internships”. These will filter all of the positions that are on-campus currently including federal work study. Additionally you can search by “Part time” openings.
3. The wider your search filters, the more roles you may be able to view and apply for!

Other jobs on campus that may not be listed on Handshake (Click on the hyperlinks for more details):

- **HRC Employment – Positions and Application**
  - [https://www.butler.edu/hrcemployment](https://www.butler.edu/hrcemployment)

- **The Butler Collegian -** Hires students to write articles for the Butler newspaper.

- **Center for Faith and Vocation Internships** – Really good internships onsite, as well as in the community working with community nonprofits.

- **Center for Citizenship and Community - Butler** – Hanako Gavia at hgavia@butler.edu to inquire about any open positions.

- **CUE Farm –** Contact cue@butler.edu to inquire about any open positions.

- **Butler Bookstore** – Employees are hired through Follet’s Bookstore. Contact person: Kathleen Slauzis at 0123gm@follett.com to inquire about any open positions.

- **Modern Language Center** – Contact: Michelle Stigter at mstigter@butler.edu to inquire about any open positions.

- **Miscellaneous Butler jobs** on Handshake, such as babysitting, nannying, tutoring, etc.

- **Schrott Center for the Arts** – Contact person: Bram Sheckles at asheckl@butler.edu (back of house) Also Brian Oakley at boakley@butler.edu (front of house)

- **Science Library** in Holcomb – Contact person: Barbara Howes at bhowes@butler.edu

- **IT Tech Team:** Scott McDaniel at smcdani1@butler.edu.

Note* Securing an on-campus job is extremely competitive. While the resources above are a good start, we strongly suggest networking with staff, faculty, and other students as a way to find employment that may not be posted online. Lastly feel free to review our CAPS Guide to Professional Success for resume and cover letter help!

Career and Professional Success, Lacy Building Rm 102
career@butler.edu
https://www.butler.edu/career