

Searching & Applying for Federal Work Study (FWS) Jobs

As a FWS student, you can work anywhere on campus! Below are some helpful steps to begin your job search!

Handshake – Butler Job Board

1. Login in to Handshake and go to the “Jobs” section.
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” or “Job” openings.
- The best course of action is to type in the search box “work study” to filter job posting results
3. The wider your search filters, the more roles you may be able to view and apply for!

FWS Community Service Program Partnering Organizations/Centers (located on-campus)

Various non-profit organizations partner with Butler University who hire *only* FWS eligible students to work for the academic year. Search via Handshake for these employers, or contact each organization directly via email or visiting in person!

- Butler Center for the Arts (Schrott & Clowes)
- Butler CUE
- Center for Faith & Vocation
- Center for Citizenship & Community
- Indianapolis Chamber Orchestra
- Indianapolis Children’s Choir
- Indianapolis Symphonic Choir

FWS Community Service Program Partnering Organizations/Centers (located off-campus)

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- Newfields (formerly IMA)
- Benjamin Harrison Presidential Site
- Humane Society of Indianapolis
- Harrison Center for the Arts
- The Milk Bank
- Art With A Heart
- The Children’s Museum
- Mary Rigg Neighborhood Center
- International School of Indiana
- Indiana Youth Institute
- The Orchard School
- St. Thomas Aquinas School
- Holy Cross Central School
- The Indianapolis YMCA
- Women 4 Change
- The Indiana Arts Commission

Direct Links

Check out these additional resources and contacts for on campus jobs:

- HRC Employment: <https://www.butler.edu/hrcemployment>
- The Butler Collegian: <https://thebutlercollegian.com/about-us/apply-to-work-for-the-collegian/>
- Butler Bookstore: Employees are hired through Follet's Bookstore. Contact 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.
- Science Library: Contact Barbara Howes at bhowes@butler.edu to inquire about any open positions.
- IT Tech Team: Contact Scott McDaniel at smcdani1@butler.edu to inquire about any open positions.