



STUDENT EMPLOYMENT

Summer Student Employment

Need a summer job? Did you know Messiah hires students to work on campus full time during the summer months? There are a variety of on-campus job opportunities available this summer for Messiah students. In addition to compensation, full time positions include room and board for only \$20/week!

The Student Employment Office is hosting a Summer Job Fair on **Tuesday, February 25 from 9:00-2:00 in the Eisenhower Campus Center Commons**. If you are interested in working on campus this summer or would like more information about summer campus employment opportunities, plan to attend the Job Fair on February 25.

Students that attend the Job Fair will have opportunity to meet with departments/supervisors that have summer openings **and will be given first opportunity to apply for summer positions**.

Summer jobs may fill up quickly, so, if you are interested in working on campus this summer, be sure to attend the Job Fair. All summer job openings advertised at the job fair will be available via a URL provided to you at the job fair. **You must then apply for positions by March 15 to be given priority consideration for summer job openings.** After the March 15 priority application deadline, any remaining open summer positions will be made available on the [job site](#) to students that did not attend the Job Fair.

If you are offered a job for an opening advertised at the job fair, you will have one (1) week from time of offer to accept the job assignment. Most summer hiring from job fair openings will be completed by the beginning of April.

Below is some additional information to take into consideration if you are interested in applying for summer employment at Messiah:

- Students must apply for the summer position, even if currently in the position for the academic year.
- To be eligible for summer student employment positions, you must be a current Messiah student planning to return to Messiah in the fall. Incoming Fall 2025 students are eligible for summer employment as well. Graduated students are not eligible for summer employment.
- Summer employment begins as early as May 4, 2025 and ends on August 23, 2025 for up to 16 weeks. Specific start and end dates and schedules are determined by the hiring department.

- Most summer positions are for 40 hours per week and generally for 14 weeks with 2 additional weeks of unpaid time off, but departments can work with students on both hours and work weeks.
- Requests for the unpaid time off must be approved by the supervisor/department in advance. Time off for some dates, such as Welcome Week, may be limited.
- Students accepting a full time summer job assignment will be ineligible for other positions and will not be allowed to switch assignments.
- All applicable employment and onboarding forms must be completed upon hire.
- Background checks are required for the following positions: Campus & Building Services (CBS) dorm workers, CBS first shift workers, Oakes Museum employees, Conference Services workers, RA's, and lifeguards. Students working in these departments must complete and submit the following background check clearances **BEFORE** the first day of work: FBI Fingerprinting Check, PA Child Abuse Clearance, and PA State Police Check. More information can be found [here](#).
- Summer wage rates are based upon the duties of the position.
- Students who work full time will have the option to live on campus. Students who do not work full time, or who discontinue the summer job assignment, will not be permitted to live on campus.
- Students not working in a summer job assignment will not be permitted to live in University housing unless approved by the Residence Life Office.
- Students who live on campus during the summer and work full time receive room and board (a \$365/week value!) in addition to their hourly rate of pay as part of their compensation. If you are living on campus, the value of your board (\$185 per week) will be added to your pay as a non-cash taxable compensation. This means that you will be paying **taxes** on the benefit of board, unless you work in a job that is exempt from this regulation (e.g., Conference Services Assistants or Resident Assistants).
- There is a \$20/week residential room fee for students living on campus in the summer. This is deducted directly from your paycheck.
- Students not living on campus receive an extra \$1.00/hr. in lieu of room and board.
- Students planning to live on-campus for the summer must sign up for summer housing with the Residence Life Office. Incoming first-year students and transfer students are not permitted to live on campus during the summer.
- Students are expected to work the entire length of the summer job assignment. If you leave your job early, you will need to leave campus housing within 24 hours of your last shift and may be ineligible for future campus jobs.
- Summer student employees are required to complete the summer student employee orientation.
- Please see the Student Employment Handbook for more important information:
<https://messiah-employee.policystat.com/policy/6786874/latest/>

If you have any questions concerning summer employment, contact the Student Employment Office at studentemployment@messiah.edu or ext. 2900.