

## Breaking Barriers Coordinator Application Instructions

1. Go to the **Student Employment** page - [https://brynmawr.studentemployment.ngwebsolutions.com/Cmx\\_Content.aspx?cpld=14](https://brynmawr.studentemployment.ngwebsolutions.com/Cmx_Content.aspx?cpld=14)
2. Click on **Students**

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Welcome to the Student Employment Portal



Search for a job or sign up for e-mail notifications about positions you're interested in.  
To search the listings now, [click here](#).



**On-Campus Employers**  
Post available job positions, review applications, and hire employees.  
Employment guidelines and required documents are at your fingertips to expedite the hiring process!

3. Next click on **Find Job** located on the right-hand side.

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### Students

Search for a job or sign up for e-mail notifications about positions that interest you.

Information	Training	Other Links
<p><b>Welcome</b> Welcome to the Student Employment site for Bryn Mawr College.</p> <p><b>Forms</b></p> <ul style="list-style-type: none"><li>Time Sheets</li><li>Pay Schedules</li><li>New Hire Forms</li></ul>	<p><b>Student Employment Manual</b> Click here to review Bryn Mawr's student employment policies and procedures.</p>	<p><b>Dashboard</b> Click here to review jobs you've recently applied for and to update your JobMail Subscription.</p> <p><b>Find a Job</b> Conduct either quick or advanced searches for available jobs. Submit an online job application.</p> <p><b>Manage JobMail</b> Be the first to know when jobs matching your criteria become available.</p> <p><b>Contact Us</b> Have questions? Click here and send us your questions, suggestions, or concerns.</p>

4. Click on **Advanced Search**

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Find A Job

Instructions  
Choose from the quick search options below or click on the "Advanced Search" button for more options.

Quick Search **Advanced Search**

Select a quick search.

816 Help Desk Technician | Show All Active Jobs | Most Hours per Week | 25 Most Recently Posted Jobs | Fewest Hours per Week | Summer Jobs | Temporary Jobs

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5. Go to where it says, **Keyword(s)** and type, **801 student coordinator**.

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Find A Job

Instructions  
Select Advanced search options, and click search  
[Run a New Search]

Quick Search Advanced Search

Job Type(s):  
 On-Campus Jobs  Off-Campus Jobs  On-Campus SUMMER Jobs  
Update Job Type

Narrow your search with the following options.  
Selecting none for any search criteria implies all.

**Keyword(s):** 801 student coordinator

Click **+** and **-** to expand and collapse search criteria.

**Categories**  
**Employers**  
**Time Frame**

6. Scroll to the listing that has **801 Student Coordinator** listed on the left and the **Employer** listed as **Pensby Center** on the far right.

- There are two Student Coordinator roles listed. **Please make sure you are applying to the correct role.** Each listing includes how many **Openings** are available.
- The **Resource Coordinator** role has **3 Openings**.
- The **Breaking Barriers Coordinator** role has **2 Openings**.

7. Check off the box located on the left-hand side and scroll to the bottom and click on **Apply for selected jobs**.

**You Searched For:**  
All **On-Campus Jobs**  
with **Keyword Search:** 801 student coordinator

**Apply for selected jobs**

Show  results per page

Jobs found: 2

801 Student Coordinator		Employer: Pensby Center	
<input checked="" type="checkbox"/>	Wage: \$11.40/hr Openings: 3 Listed: 03/03/2023	Hours: 2 to 6 hours / week Location:	Category: Office/Clerical

Make sure you have located the **801 Student Coordinator** role for **Pensby** by looking at the **Employer** section on the right-hand side. Check off the box circled in **BLUE** and click on the bottom **Apply for selected jobs**. You will then be taken to the application page.

801 Student Coordinator		Employer: Pensby Center	
<input type="checkbox"/>	Wage: \$11.40/hr Openings: 2 Listed: 03/02/2023	Hours: 2 to 4 hours / week Location:	Category: Office/Clerical

There are two coordinator roles listed. **Please make sure you are applying to the correct role.** Each listing includes how many **Openings** are available. **Resource Coordinator** has 3 openings and **Breaking Barriers Coordinator** has 2 openings.

to 2 of Total Rows: 2 Prev Next

8. You can now begin the application!