

# Job Challenges

Challenging situations may happen during your employment. Here are some suggestions to help!

We encourage supervisors to keep communication open, clear, and constructive. This is also the student's responsibility. If you have questions, complaints, suggestions, or issues, let your supervisor know.

Having your questions answered and sharing your views will help you get the most out of your job.

## 1. Conflict/Disagreement With Customers

Conflict may arise while working with customers. The best way to go about this is trying to de-escalate the situation and do everything you can to help the customer.

Remember to be respectful, even if respect not returned.

## 2. Conflict/Disagreement With Supervisor or Coworkers

Conflict and disagreement can be common among individuals. The best way to go about this is with mutual respect and understanding. Disagreement will occur in most jobs, and compromise is important.

## 3. Leaving Your Employment

Changes in class schedule, academic pressures, or other factors may affect your ability to commit to your on-campus job. If resignation is the only solution, discuss your concerns with your supervisor and, if possible, give at least two weeks notice.

## 4. Being Terminated

If your supervisor is not satisfied with your performance, you can be terminated. However, we strongly recommended, that prior to termination, a supervisor meet with a student to review performance concerns. For gross misconduct, your supervisor may terminate your employment immediately, and you may be referred to the Dean of Students for further action.

If other conflicts occur, reach out to your supervisor or our office for suggestions.