

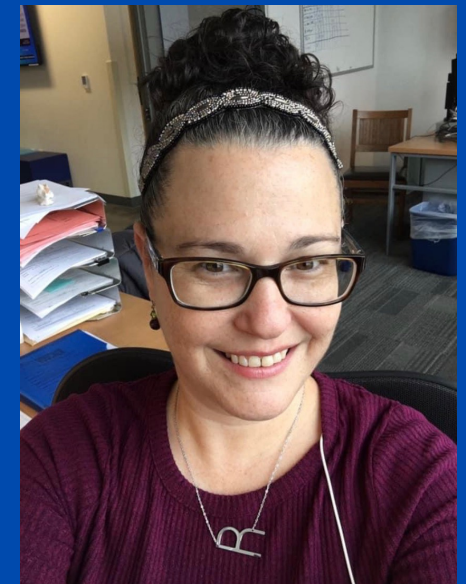
# CLASSIFIED SPOTLIGHT

Name: Rachel Schwarz

Department: Exercise Science

Position: Administrative Assistant III

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## **What does your department do?**

What don't we do? We run all the intercollegiate athletics for the school as well as offer all the exercise science, health, and dance classes.

## **What do you do?**

I process the athletes' eligibility so that they can compete their respective sports. I also handle the fiduciary accounts and travel for 19 teams. I assist faculty, assist not just student athletes but students in general regarding access to the fitness center, tennis courts, and the rest of our facilities. I do anything that needs to be done. (aka: other duties as assigned)

## **Common issues you help students/staff with?**

Information about the fitness center, fiduciary reimbursements and payments, and helping coaches with their teams' travel arrangements

## **What do you like best about your job?**

The comradery, I have made lifelong friends here and it has felt like home from the very first day. Also, the culinary program. I'm looking forward to when they open back up and we can sit out on the patio and enjoy the new quad over lunch.

## **Fun Facts:**

I am a native San Diegan and my parents have been married for almost 52 years. I also make my own chicken and turkey stock and I use it to make all kinds of soups. I'm mildly obsessed with it, in a good way!

