Tutor Job Description

FOR SPRING 2017, CURRENTLY HIRING TUTORS IN THESE AREAS: BIO, CHM, CSC (new!), ECN, MTH, PHY, STA (new!)

Role: Provide support for undergraduate students through activities aimed at clarifying concepts and developing skills. Tutors work in one or both areas listed below:

- **Weekly Tutoring Groups tutor**: tutors should have strong proficiency in any number of courses within their subject area, and will be assigned to work with the same small groups of students (no greater than 6 students in the same class, same instructor) on a weekly basis for 50-minutes per session
- **Walk-In Center tutor**: tutors must have proficiency in all lower level and several upper-level courses in their subject area in order to assist the many different students who drop in to the walk-in center; walk-in tutors are scheduled in shifts and may work with a varied number of students in different courses throughout their shift

Responsibilities Include:
- Attend pre-service training, held the first weekend of the semester
- Tutor for approximately 4-6 hours per week (can work more)
- Attend training sessions during the semester
- Participate in other ongoing training requirements, including peer observations
- Ensure that students attending sessions correctly complete attendance and session evaluations
- Support receptionist function as directed
- Promote AEC services in classes and other areas
- Contribute to overall cleanliness of tutoring spaces
- Support other tutors as needed
- Stay current on course content, tutoring needs

Minimum Qualifications:
- Overall GPA of 3.0 or greater
- Grade of B+ or higher in courses you wish to tutor (We currently hire tutors in the following subjects: biology, chemistry, computer science, economics, math, physics, and statistics. If you wish to tutor in a subject area not listed, please consider applying for an athletics department tutoring position, or for opportunities within the individual colleges.)
- Comfortable working with groups
- Excellent interpersonal skills
- Willingness to learn

Preferred Qualifications:
- Demonstrated competency in the content area beyond entry level courses
- Understanding of study strategies needed to be successful in a targeted course

Pay Rate:
- Current rate is $9.60/hour or may work for academic credit (CSV 302, 1-3 graded, free elective credits)

To apply: Submit an electronic application by going to [www.uri.edu/aec/work](http://www.uri.edu/aec/work). If you have any questions, please contact Skye Mendes (401-874-5173, skyehawkins@uri.edu).