

TD Peer Academic Consultant (TDPAC) Job Description Summer Success Program 2023

Title: Talent Development Peer Academic Consultant (TDPAC)

Reports to: Kristina Moyet, Associate Director, Talent Development

Number of positions: 7

Submit your online application by 11:59 pm, Friday, May 12, 2023. This application will require you to upload your resume, cover letter, and URI transcript; have these documents ready to upload when submitting this application.

Talent Development (TD) is seeking qualified applicants to fill TD Peer Academic Consultants (TDPACs) for the TD Summer Success Program. *This part-time student employment position supports the academic skills development of Talent Development Scholars at URI during the Summer Success Program. First consideration will be given to current TD Scholars enrolled at URI in good academic standing.*

Position Description: TDPACs help Scholars identify their learning needs and apply effective planning, time management, test-taking, and study strategies.

Basic function: Assist instructors in the one-credit *UCS 160: Success in Higher Education* and provide 1-1 support for undergraduate students seeking help with planning and academic skills development.

Compensation: \$13.00 per hour (including paid training; lunch provided. Students may opt to work for pay or course credits.

Orientation and Training (required) on June 28, 2023, from 9:00a-12:00p

UCS 160 Course runs daily (M-F) from July 17, 2023- July 28, 2023. Each PAC supports two sections of UCS 160 starting at 8:00a and 10:00a daily for two weeks.

TDPACs Work Schedule (35 hours per week for two weeks only):

8:00a - 9:30a UCS 160 section 1

10:00a - 11:30a UCS 160 section 2

11:30a -12:00 break (Lunch Included)

12:00-3:00 office hours for grading, 1-1s, drop-ins, and academic skills development

Position Time Frame: In person on URIs Kingston Campus (required).

Specific duties and responsibilities include:

- Providing teaching and administrative support as needed for the UCS 160 course, including giving feedback on scholars' assignments, participating in class meetings, and facilitating 1-1 peer consultations

- Assisting with the development of academic skills-related learning resources and activities
- Participate in training and development - June 28, 2023 9:00a-12:00p in person

Competitive candidates must:

- Be eligible to work as an undergraduate student at URI
- Be able to participate in training
- Demonstrate strong planning, organizing, and studying skills
- Demonstrate an awareness of and sensitivity to the challenges students face that relate to intersecting cultural, racial, ethnic, gender-based, and religious identities
- Demonstrate an understanding of common challenges students face in achieving academic success

Preference may be given to candidates who:

- Have experience as tutor, TA, or academic coach, especially with college students
- Have completed the UCS 160 and/or UCS 161 courses with a grade of B or higher
- Demonstrate awareness of active learning and studying strategies
- Demonstrate understanding of a consultant's role in supporting learning

Technology: A personal laptop is required to perform duties in this role. If you don't have a laptop that you can use for this position, indicate such in your application.

Please submit your online application by 11:59 pm, Friday, May 12, 2023.

If you have any questions, please email Kristina Moyet at kristinamoyet@uri.edu