

## Seattle University Learning Assistance Programs

Lemieux Library and McGoldrick Learning Commons 2<sup>nd</sup> Floor (206) 398-4450

### TUTOR POSITION DESCRIPTION

We are recruiting for the following areas:

Biology 1610-1630, 2700; Chemistry 1500-1520, 2500-2520; Math 1000-1336; Modern Languages (1150-2350 Levels of Spanish, French, Japanese); Nursing (Chem for life, Nursing cell bio, A&P 1 & 2, Microbio, Pharm, Patho); Physics 1050-1070, 1210-1230; Psych 3030, 3050.

Job Expectations: Meet regularly with students either individually or in pairs to assist them in understanding course concepts. Share strategies for learning and studying the subject to help students become more successful in learning independently. Create records for tutoring sessions and payroll and engage in ongoing staff development.

**Attendance at all trainings and meetings each quarter is required to retain a position on staff.** Adhere to all other Learning Assistance Programs policies and procedures.

Qualifications:

- Must be willing to tutor for at least 3 consecutive quarters
- Be able to tutor a **minimum of 3 courses**
- Minimum 3.0 cumulative GPA.
- Good grasp of course content evidenced by grades of B or higher and faculty recommendation.
- Ability to explain and clarify course concepts
- Evidence of interpersonal skills, dependability, and desire to support students in their learning.
- Commitment to eliminating all forms of oppression and promoting an environment of inclusion in your work with students.
- Previous tutoring experience, formal or informal, is helpful.

Hours: Prospective tutors must be willing to work a **minimum** of 5 hours per week.

Assignment of students to tutors is based on demand for services and compatibility of schedules therefore we cannot guarantee a specific number of tutoring hours per week.

Salary: Current SU minimum wage

Application Process: Visit <https://www.seattleu.edu/learning-assistance/working-at-lap/> for more information. We will contact you if you meet the criteria for an interview. Hiring process includes obtaining faculty recommendations and participating in an interview.

Learning Assistance Programs peer tutoring and study group programs are nationally certified programs through the [College Reading and Learning Association](#)

