

Peer Tutor Position Description

Supervisor Contact:

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Overview:

Peer Tutors support student learning outside of the classroom. During individual sessions, tutors help students understand the learning process, as well as support increased understanding of specific course-related concepts. Tutors help students set learning goals and provide learning strategies for students to improve their academic skills.

Qualifications:

- Must have, and maintain, a 3.25 cumulative GPA or better
- Must have taken the course(s) you wish to tutor at CWRU. (Exception is made for remedial courses such as MATH 120)
- Must have earned a B or better in the course(s) you wish to tutor.
- Must demonstrate competency in core academic skills, such as time management, study strategies, active listening, effective communication, and a passion for supporting others.

Time Commitment:

Tutors are expected to offer 7 to 10 hours of available appointment time per week. Actual hours booked for sessions will depend on the diversity of courses you support, along with time of the semester (before exams are busiest).

Scheduling:

Tutors enter their available appointment times into Tutortrac. Appointments can be held between 8am and 10pm at the tutor's convenience. Appointments may be held virtually via your CWRU Zoom account, or in person at the location of the tutor's choosing (no private residences are allowed). Tutors may not re-schedule or cancel on students without going through their supervisor, barring a dire emergency.

Compensation:

Tutors earn \$10.10 per hour and are paid for their time spent in sessions, mandatory meetings or training, or by choosing to participate in optional things such as interviews for new prospective tutors. Study Group + 1 pays \$10.50 per hour because it requires the tutor to work with the group's preferred time, not the tutor's self schedule.

Benefits:

Being a peer tutor has a high intrinsic value, as you directly impact the success and well-being of others. It is a good resume' builder and is one of the most flexible jobs on campus.