Kishwaukee College Work Study Position

DEPARTMENT: TRIO Student Support Services
*Note: Students are not allowed to work in more than one department at the same time.

JOB DESCRIPTION (Include major duties to be performed):
The TRIO Student Support Services (SSS) Peer Tutor is responsible for assisting TRIO SSS participants at Kishwaukee College with increasing their academic knowledge by clarifying problems, working on study skills, and meeting with students on regular basis.

QUALIFICATIONS/SKILLS REQUIRED
• Be enrolled at Kishwaukee College and in good academic standing
• Possess a grade of "B" or higher in the course/courses of which will be tutoring, verified by transcript
• Show an understanding and concept knowledge of course material in the areas of developmental or college level math, biology (general or environmental), chemistry, and/or anatomy and physiology.
• Previous experience providing learning support/and or instruction a plus
• Demonstrate good interpersonal communication skills and ease in relating to a diverse student population.
• Is responsible, reliable, punctual, and patient.
• Maintain respectful and professional behavior at all times.
• Uphold confidentiality of the tutoring sessions.
• Promote a safe and positive work environment.

NUMBER OF HOURS PER WEEK: 4-10

DAYS OF WEEK. (check one): ☑ Flexible or ☐ Must be able to work the following days of the week: Click or tap here to enter text.

DEPARTMENT SUPERVISOR/COORDINATOR: Kim Green

CONTACT INFORMATION: Office, phone, email: C2123, (815) 825-9653, kgreen3@kish.edu

STUDENTS MAY ALSO APPLY TO ME DIRECTLY: YES: ☑ NO ☐

DATE TO POST JOB: Augst 19th, 2019