**Peer Tutor**

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| **Term Posted:** | Fall 2021 |
| **Position Type:** | Part-Time (Temporary) |
| **Position Title:** | Peer Tutor |
| **Job Location:** | Face-to-Face and Online |
| **Job Region:** | Vancouver Island - North |
| **Employment Category:** | Education |
| **Job Description:** | Individual tutors are hired both in content areas, as well as for skills development, including math, writing, and study skills. Tutors are expected to engage in paid training activities and will be observed by staff in the program. Tutors that successfully complete all training activities and at least 25 hours of tutoring may be eligible to receive a College of Reading and Learning Association (CRLA) Certification. As student employees, tutors may tutor for a maximum of 10 hours per week.**Typical duties include:*** Assist with review of course content
* Discuss assignment directions
* Help students formulate questions for faculty members
* Reinforce student knowledge and build student confidence and skills in area of study
* Assist in building long term learning strategies / study skills
* Act as a model student and mentor
* Review and assist with the application of instructor feedback on assignments
* Help students help themselves
* Refers student to other resources as needed
* Help students prepare for examinations e.g., provides guidance on practice questions
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| **Job Requirements:** | **Education and experience:*** Applicant has taken the course/s in which they wish to tutor or a comparable course with similar learning demands.
* Applicant has achieved a B or higher in courses for which they will provide tutoring.
* Preference will be given to students who have successfully tutored peers.
* A reference from NIC content instructors and /or other appropriate professionals are required.
* Tutors must be in good academic standing at NIC and be progressing in the courses they are currently taking.

**Competencies:*** Excellent oral communication skills
* Excellent interpersonal skills
* Demonstrated academic performance in subject area in which they are tutoring
* Excellent team/collaboration skills
* Demonstrated excellent study habits
* Can work successfully with a diverse group of students and explain concepts well
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| **Salary:** | $15.20 hourly for up to 10 hours per week |
| **Additional Salary Information:** | Hours may vary, up to a maximum of 10hrs/week |
| **All Degrees and Disciplines:** | Yes |

**Application Information**

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| **Application Deadline:** | December 23, 2021 |
| **Application Procedure:** | Employer Email |
| **If by email, send to:** | ben.hecht@nic.bc.ca |
| **Application Documents Required:** | Other |
| **Additional Application Information:** | We have high demand in Business (accounting and finance in particular), English, Psychology, IMG, math, Chemistry, Biology, Nursing, Health Care Assistant, Computer Science (and basic computer skills). To apply, fill out the attached application. Please email the completed form to ben.hecht@nic.bc.ca |