The Academic Center seeks undergraduate peer tutors who are strong students in their subject specialty and in good standing academically who would like to work with fellow students one-on-one in a collaborative learning environment and provide support to students and faculty in a variety of ways. Average hours range between 3 to 9 hours per week based upon student's schedule and availability.   
  
Duties:

* Participate in an orientation before the semester begins
* Develop a good working knowledge of Academic Center resources
* Tutor in the Academic Center by appointment and walk-ins
* Visit classrooms as requested to present 5-10 minute introductions to the Academic Center
* Present in-class workshops as scheduled in Writing or Q topics
* Take regular shifts on the tutor desk to assist with room, tutor, and appointment management
* Assist faculty with set-up of A/V equipment in classrooms as needed
* Trouble-shoot computer equipment in the Academic Center and Student Computer room
* Provide support to students in use of classroom technology (HuskyCT)
* Provide support to faculty as directed, including (but not limited to) photocopying, scanning, research projects
* Assist Academic Services staff or faculty as directed

Typical characteristics of our tutors are:

* strength and recent academic experience in subject area(s) tutored
* willingness to work in secondary subject areas
* skilled at problem-solving, including computing, printing, and critical thinking
* one semester of college has been completed prior to hire, preferably here at Avery Point
* strong interpersonal skills

Desired qualifications:

* Computer trouble-shooting expertise

How to apply

Please complete the attached application and return it via email to Dana Canastar ([dana.canastar@uconn.edu](mailto:dana.canastar@uconn.edu)) or return it in paper to the Academic Center (ACD 107). The Academic Services team will screen all applications and select the strongest candidates to interview. We look forward to hearing from you.

Name

Date (click on the line and the down-arrow to open calendar) Click here to enter a date.

Address

Phone       Email

GPA       Classification

Major       Expected last semester at Avery Point:

Expected Grad Date

Do you qualify for Federal Work-Study through the Financial Aid Office?

Please answer the following questions (boxes will expand as you type)

1. What subjects have you successfully taken that you feel you would be able to tutor? (Be specific on level of aptitude, especially when listing Math or science subjects.)

1. Indicate any courses you have taken which you feel are relevant to tutoring. Please list titles of courses, rather than course numbers. Also, describe any teaching, tutoring, or other relevant experience you have had.

1. Have you used the Academic Center at Avery Point? Why or why not?

1. Describe the benefits (personal and/or professional) that you expect to receive from peer tutoring in the Academic Center. How will training to become a tutor and the tutoring experience itself, help you to achieve the goals you have for yourself?

1. What else would you like us to know about you?

1. Is there any Avery Point professor that we might contact on your behalf for a reference?