

Irwin Academic Services Center: Content Tutor Job Description

Title: Division of Intercollegiate Athletics Content Tutor

Salary: \$10.00 [Undergraduates]/\$12.00 [Graduates], Hourly

Schedule: Flexible, Evening Hours Required [7:00-9:00 PM at least twice weekly]

Training: ALL new content tutors must complete a training/orientation session sponsored by the Division of Intercollegiate Athletics before working with student-athletes

Applications: <http://www.fightingillini.com/sports/2015/3/24/academics.aspx>

Purpose: A content tutor is a person who, in a structured and supervised educational context, enters into a peer teaching and learning relationship with one or more students. The content tutor is an individual who provides a student perspective on learning and educational success while assisting student-athletes to develop improved study habits. Content tutoring is a coaching and learning experience in which content tutors provide individualized academic assistance to enable each student to develop confidence, self-reliance, and competency in each subject.

Responsibilities:

- Maintain confidentiality and academic integrity at all times.
- Encourage organization, class attendance, and active participation.
- Develop learning strategies and action plans to overcome learning barriers and foster success.
- Complete all tutoring reports and meet timesheet submission deadlines.
- Attend sessions on time and serve as a role model for student-athletes.
- Maintain a professional demeanor at all times.
- Regularly communicate with the Tutor Coordinator and assigned student-athletes.
- Adhere to strict UIUC, B1G Conference, and NCAA policies and guidelines.

Qualifications:

- Fluency in English language
- Previous tutoring or teaching experience is encouraged but not necessary
- Documented proof of earning at least a "B" average in class to be qualified
- Tutors wishing to work with CMN, WRIT, BTW, or RHET courses must complete a separate training session at the UIUC Writers' Workshop and obtain certification.
- As employees of the University of Illinois, content tutors must adhere to the Family Educational Rights and Privacy Act.

The University of Illinois is an affirmative action, equal opportunity employer.

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