

Feather River College

Student Employment

Job Title: Student Tutor

DESCRIPTION:

Provide individual and small group tutoring to students in the Learning Center. Other assistance may include: reviewing class material, working on homework, discussing the text, predicting test questions, or formulating ideas for papers. Tutoring is a supplement to classroom teaching.

ESSENTIAL DUTIES:

- Complete a short tutor training course.
- Conduct tutoring in a professional manner.
- Communicate clearly and effectively with students and Learning Center staff.

MINIMUM QUALIFICATIONS:

Basic Knowledge of:

- Receive a B or better in all courses to be tutored and acquire instructor recommendation.
- Have a cumulative GPA of 3.0 or better.
- Work well with the public, possess a good attitude, and present a pleasant and cooperative manner.

Skills in:

- A strong understanding of the subject being tutored.
- Conveying complex information clearly and succinctly.
- Sharing effective study and test taking strategies with students.

DESIRABLE QUALIFICATIONS:

- Previous tutoring/teaching experience.
- Have a GPA of 3.5 or better.

PHYSICAL CHARACTERISTICS:

- Manual dexterity to operate keyboards and manipulate papers.
- Speech and hearing to communicate effectively with individuals and groups.
- Vision to read text, forms and computer screens.

WORK SCHEDULE:

Will work around class schedule. Tutoring can be conducted on Monday thru Thursday from 8:30 a.m. to 7:00 p.m. and Friday from 8:30 a.m. to 4:00 p.m.

TO APPLY:

Submit completed Student Application and Class Schedule form to the Career/Transfer Center.