

Work Study Job Description

Job Title	Tutor - subjects vary
Organization Name	TRiO-SSS
Job Location	South Seattle Community College
Address	6000 16th Ave SW, RSB 67 Seattle WA 98106
Pay Rate	\$12.50 - \$12.50
Employment Period	Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Renata Cummings
Phone Number	206-934-6764
Email Address	Renata.Cummings@seattlecolleges.edu
Website	http://sites.southseattle.edu/triosss/

Nature of Organization

TRiO-SSS at South is a federally funded program designed to help eligible students graduate and transfer to four year colleges and universities. Housed in TRiO-SSS is our drop in tutoring center called CLIC.

Duties and Responsibilities

Tutor TRiO-SSS students in the Collaborative Learning and Instructional Center (CLIC) on a drop in basis. Complete tutor training. Facilitate the learning of a variety of subjects, with an emphasis in advanced level science, math or business subject matter using a variety of methods and techniques. Work collaboratively with other staff to create a welcoming educational and culturally competent environment. Refer students to appropriate TRiO-SSS services and campus resources as needed. Facilitate study groups when assigned. Develop familiarity with textbooks and curricula for targeted SSCC resources.

Minimum Qualifications

- Commit minimum of 10 hours per quarter (about 1 hour/week)
- Available during tutoring center hours: Monday – Thursday • 10:00 AM – 3:00 PM, Friday 10:00 AM – 2:00 PM
- Experience in personalized or group instruction
- Excellent interpersonal and student service skills
- Ability to work in a professional office setting with experience in basic computer software
- Command of English language
- Flexible to work alone or with a team
- Dedication to student success

Educational Benefits

Students will gain experience working within the community college system. Trainings are available online to complete at your own pace. This is a professional, learning environment. TRiO's culture and climate are welcoming and empowering. We emphasize independence and goal setting and offer appropriate opportunities to our team members.

How to Apply

Email your unofficial transcript, autumn class schedule, resume, and cover letter to Renata

Job Number: 60SSCC01 | Category: Education | Program: Community Service - STA | Reimbursement Rate:
60%