

Work Study Job Description

Job Title	Writing Tutor
Department Name	Office of Minority Affairs and Diversity
Job Location	Instructional Center
Pay Rate	\$10 - \$15
Employment Period	Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Leah Spence
Phone Number	543-4240
Email Address	leahs@u.washington.edu
Website	
Box Number	355650

Nature of Organization

The OMA/D Instructional Center serves students who are the first in their families to go to college as well as low-income students. The center's mission is to provide academic support to these students so that they can succeed in college and graduate.

Duties and Responsibilities

Work one-on-one in a drop-in writing center with undergraduate students who are trying to complete a writing task of some kind (essay assignment, resume, personal statement, etc.). Help the students to gain the skills needed to understand and fulfill the requirements of their writing tasks.

Minimum Qualifications

Completion of at least 15 credits of W courses (including English 131 or its equivalent) with a GPA in those courses of 3.5 or better.

Educational Benefits

While working with students to help them improve their writing skills, tutors acquire teaching skills at the same time that they increase their awareness of the strategies that produce effective academic writing.

How to Apply

Go to the Instructional Center and fill out an application.

Job Number: MINA32 | Job Class: 0887 | Category: Student Services | 51% Comp. To Classified: n | Program:
State