

# Monterey Peninsula College

---

## Job Center

### \*Federal Work Study Preferred for Fall 24

**Job Title:** TRIO Learning Center (TLC) TRIO SSS Tutor

**Department:** TRIO Student Support Services (SSS)

**Pay Rate:** \$18.00/hr New Tutors; \$18.50/hr Returning Tutors

**Work Schedule:** Mondays -Thursdays, 9am - 2pm; Fridays, 9am -1pm

Tutors provide academic support in various subject areas, primarily English, math, science, and general education courses in the TRIO Learning Center (TLC) at Monterey Peninsula College. Tutors enrich program participant's academic experience by empowering TRIO SSS students to succeed in their college courses. To assist students in the learning process, tutors must have:

- A desire to work with college students from diverse backgrounds and abilities
- A strong commitment to helping students learn and the ability to effectively teach/explain concepts
- Knowledge of study strategies and how to use them effectively
- Willingness to attend meetings and professional development throughout the semester and/or academic year
- Willingness to stay up to date on subject area knowledge and content
- Patience and a positive attitude that encourage a supportive learning environment

#### RESPONSIBILITIES:

Tutors are responsible for providing academic support in individual and group settings to TRIO SSS participants. This includes but is not limited to: instructional support, explaining concepts, providing study strategies, exam preparation, creating study plans, and supporting student success. Tutors help maintain the organization and cleanliness of the TLC. Tutors are expected to actively engage students, be positive role models, and ensure a safe and supportive learning environment for all students space for all students.

#### QUALIFICATIONS:

- Currently enrolled college student (enrolled in a minimum of 6 units) in good academic standing or completion of college
- Have a strong understanding and grasp of subject content in one or more of the above subject areas
- Received letter grades of a "B" or higher in the applicable course(s)/subject areas
- Understanding and sensitivity to the needs of underrepresented students
- Experience working with students in an educational setting or tutor experience strongly desired