JOB DESCRIPTION - TUTOR

Description:
The role of the tutor is to assist student-athletes in becoming proficient in the specified academic course(s). This will be accomplished through a variety of means, which may include explanation, clarification, and organization of course content. Tutors may also use techniques such as quizzing, questioning, and repetition. Tutors will be assigned specific student-athletes and subjects and will meet individually on a weekly basis. Occasionally, a tutor may be asked to meet a student-athlete for a one-time appointment, or may be set up with a small group of student-athletes. Please note: Due to the supply and demand nature of our program, Academic Services cannot guarantee a minimum number of hours to any tutor.

Qualifications:
- You must be a UMass student
- A “B” or above in subject area classes
- Thorough knowledge of subject matter and ability to effectively explain concepts
- Must be responsible and professional, and have excellent communication skills

Responsibilities
- Engage students in discussion of the course content and assist them in mastering material through various means as explained above.
- Be on time and prepared for each tutoring session
- Be familiar with the course syllabus, course assignments and requirements of the classes
- Follow departmental procedures for documenting sessions and communicating with the Tutoring Coordinator
- Adhere to highest standards of academic integrity