Supplemental Instruction (SI) Graduate Assistant
2016-2017

Employment Specifications:
- One year position starting Summer 2016 and extending through the end of Spring 2017
  - Possibility of renewal for 2017-2018 academic year based on merit and budget
- 13.3 hours/week
  - Tuition waiver guaranteed
  - Monthly stipend varies based on year in school

Desired Job Qualifications:
- Minimum qualifications:
  - Completed bachelor’s degree
  - Candidates should be current Auburn University graduate students, or enrolled for the upcoming academic year.
  - Strong written, oral, and interpersonal communication skills
  - Ability to work independently, handle multiple tasks simultaneously, and take initiative when new projects present themselves
- Preferred qualifications:
  - Prior experience working with an undergraduate peer tutoring program
  - Graduate students pursuing a master’s degree in Higher Education Administration, Adult Education, Educational Psychology, or a related field

Expected Role/Responsibilities:
*All roles and responsibilities are subject to change based on the needs of the program.*
- Summer – Training Period
  - Learn about the roles of various Academic Support programs
  - Participate in assorted Camp War Eagle undergraduate orientation events
  - Learn the various SI technologies
  - Assist with planning training for the fall 2016 SI leaders
  - Help supervise and observe any SI sessions taking place over summer term
- Fall/Spring
  - Present to classes or various groups about the various services offered through Academic Support
  - Participate in weekly SI staff meetings and make suggestions about improving the program
  - Assist with tasks that keep SI functioning, including:
    - planning and facilitating training for undergraduate SI leaders
    - scheduling rooms for SI test review sessions
    - developing and improving feedback surveys for SI staff and student clients
    - meeting with undergraduate SI leaders to discuss performance and improvements
  - Other tasks and responsibilities as needed

Contact: Amanda Sparacio, Supplemental Instruction Coordinator; apc0008@auburn.edu