



## **Student Employment Opportunities**

As a **tutor**, you will support student learning and skill development by conducting tutoring services and facilitating workshops with students from a variety of disciplines. You will be trained in student leadership and tutoring methods through initial and ongoing training. The combination of training and experience associated with this position leads to tutor certification through the International Tutor Certification Program of the College Reading and Learning Association. The ASC offers content supports for courses in **mathematics, statistics, physics, computer science, biology, chemistry, and commerce/economics**, as well as **writing and study skills** supports across disciplines. Other topics of support may be considered, dependent upon student need and funding availability.

Applicants must meet the following requirements and qualifications:

- A UNBC student returning to UNBC for the full academic year
- A grade point average of 3.0 (B) or better
- Demonstrated excellence in the specific topics of interest (UNBC courses preferred)
- Excellent interpersonal skills and sensitivity for others' learning needs

Scheduling is flexible, dependent on your availability as well as center operations and budget.

Qualified and interested individuals should submit the following via email to [asc@unbc.ca](mailto:asc@unbc.ca):

- Cover letter stating your declared major(s), minor(s), and your year of study; any previous tutoring experience; and why you would make a good tutor
- A resume including your current contact information, and the name of two faculty members who will act as references
- Your current (unofficial) academic transcript
- Two writing samples (for writing tutor applications only)

Students who will be at UNBC for longer than one year will be given preference, due to the training requirements and certification opportunities of this position.

The ASC always accepts applications, even when not actively hiring. We will keep your application on record and contact you at a later time if needed.

**Email the Academic Success Centre if you have any questions at [asc@unbc.ca](mailto:asc@unbc.ca)**