



Summer Bridge Peer Tutor 2016

Responsibilities:

If selected as a math tutor: Under the supervision of the Tutorial Coordinator, the peer math tutor provides academic support to Summer Bridge students taking an intermediate algebra course (Math4R). Tutors will assist students in groups and/or one to one outside of their course lecture and lab.

If selected as a reading & writing tutor: Under the supervision of the Tutorial Coordinator, the peer reading & writing tutor provides academic support to Summer Bridge students taking a University 20 course which prepares them for English 5A/5B or English 10.



Peer tutors should be able to quickly learn skills to facilitate independent learning: ask effective questions, motivate students to interact, and make lessons memorable. There is a required training that will develop the expected skills.

Program Description: The Summer Bridge Program is a three-week experience for freshmen prior to their first semester. The program is designed to simulate the personal, social, and academic adjustment of first-time freshmen to the university. Students will get course credit for their intermediate algebra requirement (Math 4R) and complete a course to prepare them for their first year writing requirement at Fresno State.



Work Schedule:

- Tutors will work a total of **16** hours per week at **\$12/hour**.
- 1 hour of prep time and two hours of tutoring.
- M-F = 2:00 p.m. – 5:00 p.m.
- There will also be an hour-long weekly meeting scheduled by you and your academy¹ leaders.

¹An academy is made up of 20-30 students and is led by an instructor, 2 tutors, and a counselor. Academy team meetings will involve only Summer Bridge staff members.

Training Dates: 23 hours of training is required. Training takes place June 27th – July 8th. Training dates will be concentrated to a two to three day span once finalized.

Program Dates: Students arrive for orientation on the weekend of **July 9th** to begin the three-week Summer Bridge experience. Beginning **July 10^h** Students will work hard to challenge math 4R by taking a comprehensive exam at the end of three weeks and get an early start on English 5A/5B and English 10 course content. The program ends on **July 29th**.

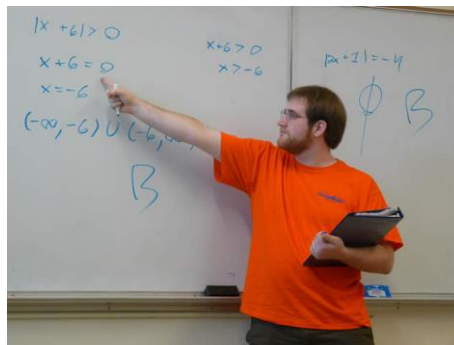
Tutorial Coordinator: As the Tutorial Coordinator for Summer Bridge William Hardaway's responsibilities are to train, hire, and supervise tutors. Should a tutor need to discuss pay, work hours, or tutoring skills they should do so with the tutorial coordinator.

Electronic Application:

<http://www.fresnostate.edu/studentaffairs/lrc/about/jobs.html>

Application Deadline:

Monday March 28th, 2016



As a Peer Tutor or Supplemental Instruction (SI) Leader, you will have the privilege of providing academic support to your Fresno State peers. Both positions serve students enrolled in historically difficult courses and play an essential role in helping to increase student performance, understanding of course content, and usage of successful study strategies. Although the ultimate goal of a Peer Tutor and SI Leader is to promote and enhance student success, the ways in which this goal is accomplished are very different. To gain a better understanding of the two programs, please see below:

<i>Peer Tutor</i>	<i>SI Leader</i>
Focus is placed on a particular subject (Example: Chemistry)	Focus is placed on a specific course and specific professor (Example: Chemistry 1B with Dr. Golden)
Peer Tutors must think on their feet as each student may come with a completely different concern	SI Leaders must create worksheets, interactive activities, and discussions anticipating the needs of their students
Students explain where they are within lecture and set their own agenda	SI Leaders prepare curriculum in advance and facilitate session according to course lecture and students' needs
Held within the Learning Center	Held in individually assigned classrooms
Attending course lecture is not required	Mandatory course lecture attendance
Assistance is typically provided in a small group setting	Assistance is provided through group discussions within student-to-student interactions
Outreach in the form of classroom presentations and emails are done twice a semester	Outreach in the form of classroom presentations, emails, and being a role model within the classroom is done on a weekly basis

Minimum Qualifications:

- Must be currently enrolled at Fresno State
- Undergraduate students must be enrolled in at least 6 units; Graduate students in at least 4 units
- A cumulative GPA of 3.0 on a 4.0 scale
- Must have obtained a "B" or better in the course(s) of interest

Skills and Abilities:

- The ability to work effectively with people from diverse ethnic, cultural, and socio-economic backgrounds
- Excellent oral and written communication skills
- A solid foundation of subject content
- Good understanding of university policies, procedures, and campus-wide resources

Terms of Employment:

- Employment is for one semester, contingent upon satisfactory performance and supervisor evaluation
- Attend mandatory orientation, training sessions, and meetings
- Non-negotiable starting wage of \$11.50 per hour

Application Packet Requirements:

- Completed Learning Center's Student Staff Application
- Unofficial Transcript: Copy of most recent unofficial transcript, printed off from your *My Fresno State Portal*
- Schedule: A copy of your class schedule for the semester you are seeking employment
- Recommendation: One faculty recommendation

APPLICANT INFORMATION

First Name _____

Last Name _____

Student ID Number _____

Current Address _____

City _____

Zip Code _____

Phone Number _____

Fresno State Email _____

EDUCATIONAL STANDING

Current Standing: Freshman Sophomore Junior Senior Graduate Student

Major(s) / Minor(s) _____

Unit Enrollment
(For the semester you seek employment)

Anticipated **Semester** and **Year** of Graduation _____

Cumulative GPA _____

WORK AVAILABILITY

Do you qualify for Work Study funding?
Eligible through Financial Aid
 Yes No

How many hours are you available to work per week?
_____ Hours

Are you currently employed on campus?
 Yes No

Are you currently employed off campus?
 Yes No

If "Yes" how many hours do you work per week?
_____ Hours

If "Yes" how many hours do you work per week?
_____ 16 Hours

OFFICE USE ONLY

Start Date: _____

Return

00503882 IRA TUT

64501 EOP
Summer Bridge

End Date: _____

New Hire

00503914 TUT

Pay Rate: _____

Work Study

00503780 IRA SI

Other

00503784 SSF SI

WORK EXPERIENCE & REFERENCES

Organization	Position Held	Dates of Employment
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list at least three professional references along with their contact information

Name	Relationship	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

TUTOR & SI LEADER POSITIONS ONLY

Please select below which subject you are applying to help summer bridge students with. Also list the faculty member you completed that level of content with. Even if it is a teacher you had in highschool.

Which position are you applying for: Math (Math 4R) Reading & Writing

Subject or Course	Name of Faculty Course Completed With
Math (Math 4R)	_____
Reading & Writing (Engl 10 prep)	_____

WHICH QUALITIES WILL YOU BRING TO THE SUMMER BRIDGE PROGRAM?

Signature: _____

Date: _____

WHAT'S NEXT?

Please turn in your completed application to:
 Learning Center
 Henry Madden Library
 Collections Level (Basement)
 5200 N. Barton Ave. M/S ML44
 Fresno, CA 93740-8014

Questions? Visit www.fresnostate.edu/lc
 OR call 559.278.3052

