

Office of Undergraduate Education
International Student Academic Success Program

Program Description: Tutoring program for international students. International students will meet with peer tutors to work on academic topics related to English as a second language and navigating CU's academic culture. Sessions will be held either one-on-one or in small groups.

Position: Lead Peer Mentor (Student Asst IV)

Job Responsibilities:

- Act as a resource for other International Student Success Academic Success Program peer tutors and peer mentor
- Provide one-on-one tutoring to international undergraduate students.
 - Help students determine what academic need(s) will be addressed during the tutoring session(s).
 - In partnership with the student, design a tutoring plan determining how many sessions it should take to meet the academic need.
 - Provide instruction and practice opportunities related to ESL skills.
 - Help students understand CU Boulder academic culture.
 - Refer students to other relevant support services (e.g. academic coaching and Writing Center).
 - Maintain accurate records of interactions with students.
- Facilitate student discussions on a weekly basis (modules delivered via Canvas)
- Facilitate a sense of community amongst mentees
- Develop other academic resources (e.g. handouts, activities, workshops) depending on availability.
- Attend training, staff meetings, and professional development opportunities

Required Qualifications: Candidates must be pursuing or have completed the TESOL certificate at CU Boulder. Self-motivated, willing to learn and ask questions. Interest in intercultural communication.

Preferred Qualifications: Previous teaching and/or tutoring experience.

Hours: 10-20 hours per week. Schedule may vary depending on candidate's availability and student demand for tutoring. This temporary short term position is intended to cease at the end of spring 2023 semester.

Hiring Hourly Wage Range: \$26/hour

Benefits: All Undergraduate and Graduate Student Positions are hired as Student Hourly, and are not eligible for tuition remission. Work Study is used, if awarded and available, but not required for hire.

Benefits are limited, but include possible Student Retirement, and Sick Leave that accrues at a rate of 0.034 sick hours per every 1 hour worked. Additional information can be found here:

<https://www.cu.edu/employee-services/benefits-wellness/student-employee>

To Apply: Send a letter of interest and resume via attachment to: Gina.Langfield@Colorado.edu