

Student Life and Success is a dynamic department offering programming and services that support student success both academically and outside the classroom.

As part of Student Life and Success, Learning Services provides a variety of academic supports available for all Brock students to support their success. Supports include on-campus and on-line peer-led academic drop-in, workshops and tutoring as well as instructor-led faculty-requested skills workshops, skill development non-credit courses, and special events such as Night Against Procrastination, Resilience and Opportunity Conference, First Generation Trailblazer Conference, and Transfer Connect and Success.

<b>Job Title:</b>	<b>Learning Services Tutor</b>
<b>Start Date:</b>	Ongoing - positions are hired throughout the year as needed
<b>End Date:</b>	April 30
<b>Hours of Work:</b>	Hours will be based on bookings with clients; flexible hours, including evenings and weekends will be required.
<b>Hourly Rate:</b>	\$15.50 - 1 <sup>st</sup> year of service; \$16.00 - 2 <sup>nd</sup> year of service; \$16.50 - 3+ years of service
<b>Eligibility &amp; Requirements:</b>	<ul style="list-style-type: none"> <li>• Must be a current Brock student and legally able to work in Canada</li> <li>• A minimum overall average of 80% and 82% in the course(s) you will tutor</li> <li>• An up-to-date vulnerable sector clearance is required to work with underage community clients, which can be acquired after joining the team.</li> </ul>

### Position Summary

Tutoring is a great way to make a positive contribution to the Brock community while keeping your memory sharp and developing in-demand interpersonal and problem-solving skills.

Learning Services Tutors will provide one-on-one academic support to Brock University students, as well as community clients. The tutor will meet with students at a pre-arranged date and time and will assist the student in understanding the course material/curriculum, while complying with academic integrity standards. In-person tutoring sessions are held on the Brock campus in the Student Success Centre, TH 129; online sessions are currently delivered using Microsoft Teams.

We seek well-rounded students to provide in-person and online tutoring support to Brock students, with the possibility of support to community clients. An up-to-date vulnerable sector clearance is required to work with underage community clients, which can be acquired after joining the tutoring team.

For more information and frequently asked questions about Brock's Tutoring service visit us online at [brocku.ca/student-life-success/learning-services/tutoring](http://brocku.ca/student-life-success/learning-services/tutoring)

### Courses

Tutors are generally needed for the following subject areas:

- **Humanities and Social Sciences:** General Writing Support
- **English Literature:** 1<sup>st</sup> and 2<sup>nd</sup> year
- **Accounting and Finance:** 1<sup>st</sup> through 3<sup>rd</sup> year
- **Math:** 1<sup>st</sup> and 2<sup>nd</sup> year
- **Chemistry:** 1<sup>st</sup> and 2<sup>nd</sup> year (strong preference for 2P20/2P21)
- **Biology:** 1<sup>st</sup> and 2<sup>nd</sup> year
- **Computer Science:** 1<sup>st</sup> and 2<sup>nd</sup> year

- **Sport Management:** 1<sup>st</sup> and 2<sup>nd</sup> year
- **Kinesiology** (strong preference for KINE 3P11)
- **Community Clients** (Grade 9 to 12)
  - Math (Calculus and Vectors, Advanced Functions, and Data Management)
  - Biology
  - Chemistry
  - Core English
  - Writing Support
  - ESL Support

Other courses and subjects may be required, depending on demand.

### Required Skills & Qualifications

- A minimum overall average of 80% and 82% in the course(s) courses tutored.
- An up-to-date vulnerable sector clearance is required to work with underage community clients, which can be acquired after joining the team.
- Student capacity in time management, adaptability, and collaboration, as well as student experience and comfortability with digital communications (e.g., video, social media) is an asset.
- Demonstrated growth mindset, emotional intelligence, and awareness of learning strategies
- Understanding of academic integrity issues, strategies, and best practices
- Strong coaching or mentorship skills
- Positive and enthusiastic attitude
- Demonstrated enthusiasm and aptitude for teaching and learning
- Willingness to work within a large and diverse team

Please note that Brock University requires all employees to be fully vaccinated against COVID-19 if they are working on campus and/or in-person with other employees, students, or members of the public. As a condition of being hired, employees in these types of roles will be required to provide proof of full vaccination or provide proof of a bona fide medical or Human Rights Code exemption.

### Applications

Applications are accepted on a rolling basis; however, tutors are typically hired twice a year:

- **May - August** - September start date
- **September - December** - January start date

If you are interested in becoming a tutor, please apply online through the [Learning Services ExperienceBU page](#)

Your application will require the following:

- A PDF document containing your cover letter and resume
- A PDF or screenshot of your unofficial grades from BrockDB

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Brock University is actively committed to diversity and the principles of Employment Equity and invites applications from all qualified candidates. Women, Aboriginal peoples including those who identify as members of First Nations, Inuit and Métis Peoples, members of visible minorities and racialized groups, people with disabilities, and lesbian, gay, bisexual, transgender, and queer (LGBTQIA2S+) persons are encouraged to apply.

We will accommodate the needs of the applicants and the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the selection process, as outlined in the Employee Accommodation Policy <https://brocku.ca/policies/wp-content/uploads/sites/94/Employee-Accommodation-Policy.pdf>.

Please advise [ascholtens@brocku.ca](mailto:ascholtens@brocku.ca) to ensure your accessibility needs are accommodated through the hiring process. Information received relating to accommodation measures will be addressed confidentially.

*We appreciate all applications received; however, only candidates selected for an interview will be contacted.*