



Peer Tutor Job Description

Peer tutors assist other DSC students in becoming a more successful and independent learner. Peer tutors provide and help to integrate effective learning and study strategies for their assigned students, while at the same time helping to clarify and/or reinforce course content, assignments, and material.

Required Qualifications:

- Overall GPA of 3.0 or higher
- A or B+ in selected course(s)
- Positive DSC instructor recommendation
- Good academic and student conduct standing
- Excellent interpersonal and communication skills
- Completion of at least one semester at Dalton State

Additional Responsibilities Associated with Tutoring Positions:

- Attend peer educator training as well as continued subsequent monthly trainings to further professional/personal development
- Meet with Tutoring and Supplemental Instruction (SI) Coordinator
 - Discuss observations of the tutoring sessions
 - Discuss the planning and learning strategies used in tutoring sessions
- Assist Tutoring & SI Coordinator in training/mentoring of other Tutors and SI Leaders
- Complete necessary personnel paperwork and record working hours through OneUSG
- Ensure that tutees sign in and out
- Model appropriate professional attitudes and behaviors towards others
- Assist with the planning and implementation of tutoring awareness events as requested

Time Commitment: Students may work 19 hours or less per week

- Conduct 75-minute scheduled tutoring sessions
- 30 Minutes per session preparation as needed
- Attend monthly trainings and tutoring awareness events