

## Peer Leader Job Description

As a learning support service, Supplemental Instruction (SI) assists students to be successful and persist in their courses by providing an out-of-class, peer-led learning environment intended to compliment traditional class instruction.

The SI sessions, led by a Peer Leader (PL), are intended to promote student understanding of course content through guided group activities and the application of different learning strategies for completing assignments and preparing for exams.

The requirements for becoming a PL are outlined below.

### Responsibilities:

- Lead two (2) SI sessions (1 hour each) each week for the duration of the semester
- Attend all class meetings, take notes, do homework, and complete assigned class material
- Recruit students to SI sessions and promote sessions throughout the semester
- Develop and submit weekly session plans to SI coordinators
- Use meaningful and engaging activities in SI sessions to facilitate the processing of course material and development of study strategies
- Participate in all SI program meetings and professional development, including pre-semester training orientation and weekly training meetings throughout the semester
- Assist with administrative duties and data collection as required (e.g., collect attendance rosters)

### Qualifications:

- Successful completion of the course for which you will be the Peer Leader with a **grade of B+ or higher**.
- **A GPA of 3.0 or higher**
- Demonstrated competence in the subject matter (as determined by course grade and faculty recommendation)
- Very strong interpersonal and communication skills are required to engage students and explain and discuss concepts with others
- Able to effectively communicate study strategies with students to ensure academic success
- Able to work comfortably with people from diverse backgrounds
- Possess excellent organizational and time management skills
- Exhibit patience and positive attitudes in establishing an encouraging learning environment



**Schedule:** In part, the schedule will be determined by the course hours (Mon-Fri). The SI session schedule is negotiated between PLs and students.

**Note: Peer Leaders must be available at the scheduled class time. Before a commitment to the position can be made, PLs must demonstrate they are able to adhere to the Professors class schedule.**

**Training:** Training will take place prior to the start of semester with ongoing training and development provided throughout the semester at weekly meetings.

**Applications:** Applications are distributed to PL candidates as per faculty recommendations. Applications should be filled out and returned to the SI coordinators along with a current resume:

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