



EXCEL MATHEMATICS CENTER

COMPUTER SCIENCE TUTOR

JOB DESCRIPTION

Work with students in 1000-level and 2000-level computer science courses on a drop-in basis in the Math Center. Tutors may work with students in upper-divisional courses, based on experience. Computer Science tutors maintain communication with faculty in the computer science department, and conduct student outreach. All tutors attend training before they begin work in the center, meet regularly with a mentor, and attend monthly staff meetings.

Additional duties may include leading workshops or problem sessions, small group or one-on-one tutoring, creating resources for student use, and maintaining the appearance of the center.

Computer Science Tutor Qualifications

- Junior, senior or graduate standing is preferred; exceptions may be made for qualified candidates.
- Demonstrated competence with the 1000-level and 2000-level computer science curriculum is required (determined by grades in coursework, faculty recommendation, and/or a short quiz). Preference is given to candidates with upper-divisional coursework.
- A computer science GPA of 3.0 or better is preferred; exceptions may be made for otherwise qualified candidates that can demonstrate proficiency.
- Excellent interpersonal and communication skills are required (determined in a personal interview).
- A desire to help others succeed.