



## EXCEL MATHEMATICS CENTER

### PEER MATH TUTOR

### JOB DESCRIPTION

Work with students in mathematics courses Math 090 – Introduction to Algebra through Math 2350 – Calculus 3 on a drop-in basis in the Math Center. Tutors may assist students in other mathematics courses, if they have taken the course and demonstrate competency in the material. If tutors are qualified to do so, they may also work with students in 1000-level physics courses or STEM-based statistics courses or help students with MATLAB and other software. 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, student outreach, creating resources for student use, and maintaining the appearance of the center.

#### Peer Math Tutor Qualifications

- All math tutors must have taken Calculus 3 and passed with a grade of B or better. A GPA of 3.0 or better in mathematics courses is preferred; exceptions may be made for candidates who can demonstrate content competency.
- Excellent interpersonal and communication skills are required (determined in a personal interview).
- A desire to help others succeed.