

Job Title:	Peer Tutor		
Job Location:	Student Success Center		
Job Department:	Student Services/Student Success		
Supervisor:	Director, Student Success Center	Phone Ext.:	5514
Rate of Pay:	\$9.18/hr	Number of Positions:	Variable
		Hours Per Day:	Variable

Job Summary: The Peer Tutor helps students enrolled at Renton Technical College to succeed. Peer Tutors help students to gain confidence, skills, knowledge, and the ability to apply concepts and methods.

Responsibilities:

- Meet as agreed with the student needing tutoring.
- Record the time spent tutoring accurately on the provided timesheet.
- Participate in training activities.
- Communicate concerns, successes, etc to the Director of the Student Success Center.
- Participate in program evaluation as requested.

Qualifications:

- Must have an overall GPA of 3.0 and/or Instructor approval.
- Must be aware of and sensitive to the needs of diverse learners.
- Be able to adapt to the learning needs of students.
- Be punctual.
- Be respectful.
- Maintain student confidentiality.
- Able to encourage and model good study habits.
- Maintain a positive attitude toward the course, the instructor(s), and the student needing tutorial assistance.

Tutoring Benefits:

Tutoring provides the opportunity to:

- Reinforce prior learning and increase understanding of the subject matter.
- Build stronger and more varied studying/learning strategies.
- Enhance your customer/human relations' skills.
- Add experience and skills to your resume.
- Give back to the community.
- Develop leadership skills.

Hiring Process:

Students interested in becoming a Peer Tutor must meet the requirements set by the Office of Financial Aid and complete their hiring process. You must also meet with the Director of the Student Success Center. To set a time to meet, call 425.235.2352 x 5514 or email: peertutor@RTC.edu.