The Tutoring Program, provides free supplemental programs and services to support the academic success of students served by the Office of Diversity and Inclusion and enrolled at The Ohio State University.

Job Title
Supplemental Instruction (SI) Leader

Reports to
Tutoring Program Manager

Job Summary
The SI Leader will facilitate weekly study sessions for select courses in order to help students gain a greater understanding of key course concepts through collaborative activities which encourage active and engaged learning processes.

Duties and Responsibilities
• Attend assigned class sessions for the selected course, review instructor assignments, take notes
• Facilitate weekly study sessions for an assigned group of students throughout the semester
• Prepare for study sessions by developing lesson plans and activities
• Maintain an accurate record of student attendance
• Attend and participate in SI Leader training and scheduled meetings
• Regularly meet with the SI Supervisor

Knowledge, Skills, and Abilities
• Excellent Knowledge of target course(s) subject matter
• Previous tutoring experience and/or knowledge of basic tutoring techniques and learning strategies preferred
• Ability to communicate effectively with diverse populations of students
• Ability to establish priorities and work with some level of independence
• Positive attitude and strong desire to help others

Minimum Qualifications
• Enrolled at The Ohio State University Columbus Campus
• Completed target course(s) with a B+ or better
• Minimum 3.0 cumulative grade point average at time of application
• Two references from a university faculty member, instructor, or staff
• Available to work a minimum of 8 hours per week