Job Description

**Summer Bridge Experience - English Enrichment Tutor**

The English Enrichment Tutor will assist Young Scholars with one-on-one and small group writing tutorial support as part of the Summer Bridge Experience. The English Tutor will engage scholars to help with individual growth and prepare students for their undergraduate English course according to their placement level.

**Job Title**
Summer Bridge Experience - English Enrichment Tutor

**Reports To**
Chila Thomas, YSP Assistant Director

**Job Summary**
English Tutors will assist English Instructors and work one-on-one with Young Scholars to assist with the transition of high school to college level writing.

**Duties and Responsibilities**
- Provide in-class writing support to students on a variety of text, including essays and research papers
- Adequately prepare for daily sessions by reviewing course content
- Evaluate student progress and assess student preparedness for English coursework
- Expose program participants to campus resources and helpful strategies to be a successful English student
- Attend and participate in Summer Bridge Experience training sessions

**Knowledge, Skills, and Abilities**
- Excellent knowledge of English subject matter
- Tutoring experience and/or knowledge of tutoring techniques and learning strategies preferred
- Experience working with underrepresented, first – generation, and/or low-income students from urban areas
- Demonstrated teaching ability and 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**
- Undergraduate or Graduate Students
- Writing experience preferred with a minimum of one year of teaching or tutoring writing at the college level.
- Undergraduate Students: Successful completion of English 3467S, Issues and Methods in Tutoring Writing as well as OSU English, creative writing, or technical writing courses are highly desirable.

**Pay**
Pay range is $9.00-10.00 per hour and requires approximately 40 – 45 hours of work including training, preparation course instruction, and student assessment

**Pre-employment Screening**
No offer is binding until background check has been completed and approved by the YSP administrative staff.