

KANSAS STATE

U N I V E R S I T Y

Academic Achievement Center

Peer Tutor Job Description

Job Title:	Success Skills Tutor
Department:	Academic Achievement Center Tutoring Services
Compensation:	\$9.50/hr
Status:	Part-time (up to 20-30 hours per week for on-campus jobs)

Job Summary:

AAC Tutoring Services is a free service to all K-State students taking courses at K State. Success Skills Tutoring is individualized support to develop key skills to be successful in college. Success Skills Tutors facilitate a process that helps you build capacity for success by focusing on the building blocks essential to academic achievement. They are a vital part to many K-State students' academic careers as they assist students in building skills to succeed academically.

Job Responsibilities:

- Walk students through different academic strategies.
- Consult on how students can customize success tools to fit their individualized preferences.
- Help students prepare for tests and exams by assisting in building a study plan.
- Be a productive study partner.
- Make referrals to other student success resources such as Academic Coaching.
- Participate in two hours of weekly outreach in various locations across campus.
- Complete project and tasks as assigned.

Qualifications:

- Must be a Kansas State University student enrolled in at least 6 hours
- Must maintain a semester GPA of 3.0 or higher
- Exhibit responsibility, positive attitude, confidence, flexibility, strong energy levels, and excellent communication skills.
- Enthusiastic about building academic skills and helping others.
- Understanding of students with different needs, interests, and abilities

Kansas State University embraces diversity and promotes inclusion in every sector of the institution. The university actively seeks individuals whose commitments and contributions will advance the University's dedication to the Principles of Community.