Kent State University
Supplemental Instruction Leader Job Description

Responsibilities:
- Attend all SI course lectures, take notes, read material, and act as a model student
- Plan and facilitate 3 to 4 SI sessions per week
- Maintain professional communication with course instructor
- Attend all required training sessions and team meetings
- Submit accurate attendance records, time sheets, and other paperwork regularly
- New leaders meet regularly with assigned mentors

Qualifications:
- Undergraduate KSU student with at least sophomore standing
- Minimum 3.0 GPA (cumulative)
- A or A- in the SI course
- A desire to facilitate other students’ learning

Preferred Qualifications:
- Experience with tutoring or group studying

Time Commitment:
- Approximately 12-14 hours per week in 1st semester; 10-12 afterward
- One semester commitment; 2nd semester based on evaluation, need, and financial resources

Required Training:
- **New leaders:** Attend training before semester begins, weekly mentor meetings, observations of other leaders, observed throughout the semester, regular team meetings
- **Returning leaders:** Attend training before semester begins, observation of other leaders, observed throughout the semester, regular team meetings

Starting Wage: $8.50 per hour

How to Apply:
- Applications can be completed online by visiting kent.edu/asc/studentemployment

Questions:
- siprogram@kent.edu
- 330-672-8690
- Center for Undergraduate Excellence - Suite 114