**SARC Supplemental Instruction Leader Job Description**

Title of Position: Supplemental Instruction Leader

Report To: Coordinator, Academic Support Services I

Estimated Hours: 10-18 per week

Rate of Pay: $9.75 per hour

**What is Supplemental Instruction?**

Supplemental Instruction (SI) is an academic support program utilizing peer-assisted study sessions to assist students with historically difficult courses. SI sessions are an opportunity for students to work together with other classmates to compare notes, discuss readings, ask questions, develop organizational tools, and prepare for examinations.

**SI Leader Responsibilities**

* Conduct four 50-minute SI sessions per week using the SI model
* Attend and take notes in the SI-supported class
* Attend and contribute to all trainings and meetings
* Maintain attendance records and prepare for SI sessions
* Implement suggestions from SI supervisors
* Other duties as assigned

**Benefits of Becoming an SI Leader**

* Help students succeed in their courses, gain valuable study skills, and become more confident learners
* Gain skills employers and graduate schools are seeking, including leadership and public speaking skills
* Strengthen your own study skills
* Develop close relationships with UCF faculty, potentially leading to contacts, assistantships, or other opportunities
* Great resume builder!

**Criteria Needed to Apply**

* Minimum cumulative GPA of 3.2+ and an “A” grade in the course for which you wish to be an SI Leader
* A good recommendation from a UCF faculty member, preferably the instructor who taught the course of interest
* Able to attend the mandatory training session at the beginning of the semester and weekly meetings
* Willing to commit 10+ hours per week for 15 weeks per semester (6-12 weeks for Summer term)
* Must be able to attend the full lecture time for at least one section of the course for which you are applying
* Preference will be given to those who are available for at least 1 year and those who are willing to limit their schedule to 12-15 credit hours per semester (although these are not mandatory)

**How can I apply to be an SI Leader?**

To apply to be an SI Leader, submit your application packet online at <http://sarc.sdes.ucf.edu/employment> using the Employment Application link. Individuals selected for interviews will be notified by email.

**Questions? Contact:**

Erika Staiger, Coordinator – Supplemental Instruction

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http://sarc.sdes.ucf.edu

Due to high volume of requests during hiring season, please allow a few days for response.