Supplemental Instruction (SI) Leaders facilitate student learning and help students better understand concepts or applications of course content. Each SI is assigned one course that typically poses a challenge to students. The SI Leader attends each session and provides weekly small group sessions covering the course content.

The SI Leaders support students and assists them in gaining effective study skills and maximizing their potential for their academic success. While attending the course, the SI Leaders gather insight into the course content and the instruction methods in use. The SI Leaders also maintain ongoing contact with course professors and the program supervisor.

**QUALIFICATIONS**

- Effective communication skills
- Earned grade of B+ or higher in the selected course
- Faculty recommendation (content competency is required)
- Capacity to work with students with diverse backgrounds
- Commitment to work the time promised
- Be able to attend mandatory training prior to Fall/Spring semester

**RESPONSIBILITIES**

- Attend all class meetings of the selected course, take accurate notes, and understand all the homework/reading assignments and projects.
- Facilitate at two-three 60-minute small group study sessions per week throughout the semester.
- Hold 1 hour of office hours per week.
- Provide additional SI sessions as necessary (e.g. prior to quizzes and exams).
- Meet with the course professor periodically.
- Report immediately to the supervisor when critical issue(s) arises.
- Attend and participate in SI Leader group meetings as scheduled.
- Be familiar with campus resources available to students.
- Submit SI attendance report weekly to the SI supervisor.
- Submit a timesheet to the supervisor.

**TIME COMMITMENT**

- Attend 10-day online training and orientation prior to Fall/Spring semester.
- Attend class, facilitate SI sessions, and hold office hours.
- Attend and participate in SI Leader group meetings in order to report and discuss any issues, concerns, and study strategies with SI Supervisor and other SI Leaders.

**COMPENSATION**

SI Leaders will earn competitive wages.
SI Leaders are not permitted to receive any other compensation directly from the students they assist or from the course instructor(s).

**EXPECTATIONS**

- Act in a professional manner, and be sensitive to and respectful of the student's needs.
- Be prepared and be on time for each SI session.
- Keep all information on students you work with confidential.
- Support and care about student success.