



NOW HIRING : SUMMER 2011 UNIVERSITY OF WASHINGTON COLLEGE OF ENGINEERING MATH ACADEMY

POSITION: EDUCATIONAL GROUP LEADER/TUTOR

The College of Engineering Math Academy is seeking undergraduate students to fill the full-time, temporary (hourly) staff position of **Educational Group Leader**. The dates of employment will run 7/6-8/5, (including training dates). The purpose of this position is to provide supervisory and tutorial support to students, and to provide assistance to instructors during the academic component of summer programming.

The purpose of the Math Academy is to help high school students better prepare themselves for college level mathematics and engineering coursework at the UW. The curriculum will be intensive, problem solving based mathematics derived from UW math texts, and designed to help students gain an awareness of the areas that they need to improve in order to be a competitive applicant to the UW College of Engineering.

The Educational Group Leader would be responsible for providing supervision, mentorship and leadership to students during program activities, instructional and tutoring assistance during study sessions, and grading assistance to lead instructors.

Summary of Qualifications

- Engineering students strongly preferred
- Previous math tutoring experience, and history working with children, teenagers, or students required
- Demonstrated leadership skills; Experience and interest in working with diverse groups/minority students
- Enthusiasm for and appreciation of the field of engineering

The specific duties of this individual would be to:

- Attend daily math lecture with students
- Help students with assignments
- Read and comment/correct homework assignments and exams
- Supervise students during workshops, meals, activities and field trips

Additional Duties may include:

- Media coverage of program activities including photos, video and website management
- Creating and facilitating engineering activities, tours, leadership activities, social events
- Dormitory supervision during scheduled weekends

Work Schedule:

- Attend daily math lecture (1hr/day -- morning)
- Helping students with assignments (4-5 hrs/day)
- Reading and commenting on assignments (1-2hrs/day)
- Monitor students during academic workshops, meals, activities and field trips (varies)
- Some evenings and weekends will be required

Compensation: Long hours, but generous compensation

Submit cover letter, resume and an unofficial transcript by **Friday, April 8** to: Math Academy, Box 352180, Loew Hall 014, Seattle, WA 98195 ATTN: Christian Johnson or creadej@uw.edu



NOW HIRING : SUMMER 2011 UNIVERSITY OF WASHINGTON COLLEGE OF ENGINEERING MATH ACADEMY

POSITION: RESIDENTIAL GROUP LEADER/TUTOR

The College of Engineering Math Academy is seeking undergraduate students to fill the full-time, temporary (hourly) staff position(s) of **Residential Group Leader**. The dates of employment will run 7/6-8/5, (including training dates). The purpose of this position is to provide classroom, recreational and residential supervision to students, and includes being housed in dormitories during most evenings.

The purpose of the Math Academy coursework is to ensure preparation for college level mathematics and engineering coursework. The curriculum will be intensive, problem solving based mathematics derived from UW math texts, and designed to help students gain an awareness of the areas that they need to improve upon in order to be a competitive applicant to the UW College of Engineering

The Residential Group Leader would be responsible for providing supervision and leadership during classroom activities and additional tutoring assistance, and ensuring student safety and responsibility in dormitory settings.

Summary of Qualifications

- Pre-engineering or engineering students preferred
- Math tutoring experience a plus
- Previous experience working with children, teenagers or students required, experience in residential/dormitory settings preferred.
- Strong in positions of leadership and authority; experience working with diverse students and groups
- Enthusiasm and appreciation of the field of engineering

The specific duties of this individual would be to:

- Supervise and engage students during workshops, meals and activities
- Help students with math and engineering assignments and projects
- Assist with organization and facilitation of recreation activities
- Supervising students in residence halls: Ensuring that students are getting to bed, and getting up on time for breakfast and morning classes, cooperating with housing staff to enforce quiet hours

Additional Duties may include:

- Media coverage of program activities including photos, video and website management
- Creating and facilitating engineering activities, tours, leadership activities and social events

Work Schedule:

- Dormitory supervision, including getting students to bed and awake for classes (2-3hrs/ on-call)
- Monitor students during academic workshops, meals and activities (6hrs/day)
- Supervising and facilitating evening/weekend activities (varies)
- Evenings and some weekends will be required

Compensation: Long hours, but generous compensation

Submit cover letter, resume and an unofficial transcript by **Friday, April 8** to: **CoE Math Academy**, Box 352180, Loew Hall 014, Seattle, WA 98195 ATTN: Christian Johnson or email creadej@uw.edu