
WRITING CENTER HIRING

Fall 2020-Spring 2021 Cohort

We look for students who can:

- Communicate well and listen actively
- Demonstrate a familiarity with writing across the curriculum
- Explain basic rules of standard written English
- Be helpful and friendly to all writers

As a peer consultant at the Ruth Barton Writing Center, you commit to:

- Working one-to-one with individual students on their writing processes
- Using effective and ethical strategies for helping students find the strengths and weaknesses of a piece of writing
- Promoting writerly confidence and self-efficacy
- Referring students to additional online or on-campus resources (e.g., citation guides, library staff, wellness staff)
- Keeping accurate records of all writing center appointments
- Participating in professional development, including the theory and practicum courses and twice-blockly meetings after completion of initial training

Benefits of working as an undergraduate Writing Consultant include:

- * “a new relationship with writing,
- * analytical power,
- * a listening presence,
- * skills, values, and abilities vital in [post-college] professions,
- * skills, values and abilities vital in families and relationships,
- * earned confidence..., and a
- * deeper understanding of and commitment to collaborative learning” (Hughes, Gillespie, and Kail 14).

Applications for the 2020/2021 cohort are open now, and the application window closes October 30 (Friday of Week 2, Block 3).

Applications are for admission to the GS300 Peer Tutoring Theory (Half-Block 2020) and the 395 Practicum (Spring 2021 extended adjunct). You must complete both courses (see descriptions below) to be hired into a consultant position at the Writing Center for Fall 2021.

To apply, please complete the application process, including our online form, which requires that you:

1. Visit the Writing Center for an appointment.
2. Complete the online application form: (<https://forms.gle/urXKPSHr6YE223tA8>)
3. Upload an updated resume
4. Upload a cover letter that addresses why you want to work for the Writing Center, your qualifications, and your ability to complete all training and job duties
5. Submit professor/academic recommendations (link provided after completing the online application)

Peer Tutoring in Writing Courses (Required):

GS300: Theory and Practice of Peer Tutoring

This course has two purposes: (1) to delve into the complex processes involved in writing and talking about writing; and (2) to prepare students to work as writing consultants in the Colorado College Writing Center. Key course themes include the theory and practice of writing, the theory and practice of tutoring, critical thinking, self-awareness, and team-building. Students will have the opportunity to discuss and apply theories to specific tutoring situations, role play, solve problems in groups, and practice tutoring. Interested students must apply during second block for participation in the class. The course is held annually during half block. ½ unit; Pass/Fail only; COI required.

GS395: Peer Tutoring Practicum

Building on GS 300: Theory and Practice of Peer Tutoring, the practicum serves as a structured apprenticeship through which tutors can apply their theoretical knowledge to practical situations. The course includes collaboration with experienced tutors, practice tutoring, and conversations with experienced consultants and campus partners. This course requires 30 hours of observations, reflections, and a consultant portfolio, as well as course meetings on the first three Wednesdays of blocks 5-8 from 3:30-5:00. Successful completion is mandatory for students who wish to become Writing Center consultants. ½ unit; Pass/Fail only; GS 300 (prerequisite). *** While this practicum is unpaid, it nets you an open block at CC, monetarily valued at \$7201.00***

Contact Dr. Kat Bell at kbell@coloradocollege.edu for more information