

## Peer Tutor – School of Skilled Trades & Tourism & Online Education

**Job ID:**KAC-000

**Campus:** Kingston

**Hours:** 2-12 hrs/week

**Number of Positions:** Twelve (12)

**Department:** Libraries & Student Success

**Number of Weeks:** Up to 13 weeks

### JOB DESCRIPTION

<b>CARP 106</b>	Practices & Principles 1	<b>CARP 160</b>	Estimating Calculations and Layouts
<b>CARP 159</b>	Plans Specifications and Codes	<b>IETT 411</b>	Basic Digital Circuitry
<b>CHEF 103</b>	Nutrition	<b>ELET 102</b>	Residential Drawings
<b>ELET 100</b>	Electrical Fundamentals	<b>ELET 106</b>	Canadian Electrical Code I
<b>ESET 130</b>	HVAC Fundamentals	<b>ESTH 11</b>	Anatomy and Physiology I
<b>ESTH 12</b>	Nail Care Techniques	<b>ESTH 15</b>	Skin Care I - Facial Treatments
<b>ESTH 17</b>	Advanced Technologies in Medical Esthetics	<b>HAIR 50</b>	Hairstyling Theory I
<b>PLUM 80</b>	Trade Calculations	<b>MATH 84</b>	Math for Hairstylists
<b>MECT 106</b>	Basic Technical Math		

### KEY DUTIES

- Meet with tutees on a regular basis
- Work with tutees on a one on one basis or in a small group
- Review class material with tutees by discussing text, working on solutions to problems, or reviewing worksheets or other assignments
- Provide feedback to tutees using positive reinforcement techniques to encourage, motivate, and build confidence

### SKILLS REQUIRED

- Maintain a minimum of a “B” average in all courses
- Dependable
- Demonstrated integrity and professional ethics
- Excellent communications skills (written and verbal)

### TERMS OF EMPLOYMENT

- Rate of pay: \$15.06 / hour (including 6% vacation pay).
- This position falls under the provisions of Student Employees in the Part-time Support Staff Collective Agreement and is subject to union dues.
- **The student must be currently enrolled at St. Lawrence College.**
- The student must demonstrate a financial need by filling out the Employment On-Campus Assessment Form, be in good academic standing and sign a confidentiality statement.
- *BBA, Second Career and Apprenticeship students are not eligible for funding by the Student Employment On-Campus Program. They are still encouraged to apply, as additional funding options may be available.*

**Posted Date: August 20, 2019**  
**Closing Date: October 14, 2019**

#### Apply Online:

Go to: [www.stlawrencecollege.ca](http://www.stlawrencecollege.ca) → “Work at SLC” → “Jobs for Current Students” → “How to Apply”

#### Apply on Campus

Kingston: Drop off your cover letter and resumes to the Student Employment On-Campus Dropbox located by Papa John's Pizza, or to Human Resources (Rm 01060) in the Student Employment mail box. Indicate the JOB ID clearly on the application.

**Please ensure you complete the Employment On-Campus Assessment Form.**