

***NAPA VALLEY COLLEGE
STUDENT WORK STUDY
JOB DESCRIPTION***

TITLE OF JOB: SUPPLEMENTAL
INSTRUCTION LEADER

POSITION UPDATED: JUNE 2018

DEPARTMENT: VARIOUS

GENERAL PURPOSE:

Supplemental Instruction (SI) leaders facilitate student learning, study skills, and help students better understand concepts or applications of specific course content.

DUTIES:

Conduct study sessions, maintain records of student participants, prepare materials, participate in SI Leader training, and other duties as assigned.

SKILLS REQUIRED:

Completed training through Testing & Tutoring Center. Knowledge of target course, effective study habits as demonstrated by a grade of B or better in target course and an overall GPA of at least 3.0. Ability to interact effectively with a diverse student population, understand and carry out oral and written directions, communicate effectively with faculty, staff and students.