

SUPPLEMENTAL INSTRUCTION

Division of Academic Support and Learning Technologies



SI Leader Job Description

Supplemental Instruction (SI) is a peer-led academic assistance program designed to help students succeed in traditionally difficult courses through peer-led voluntary group study sessions - known as SI Sessions. SI Leaders are peers who have successfully completed the selected course, model successful student behavior in class, and facilitate SI sessions outside of class.

Responsibilities

- Attend most scheduled lectures for the selected class, take accurate notes, and understand all the homework/reading assignments and projects.
- Facilitate at least 1 SI session per week throughout the semester.
- Prepare for SI sessions using a wide variety of interactive learning strategies.
- Promote SI through class announcements, board reminders, and electronic communication.
- Maintain regular communication with the course's faculty and the SI Coordinator.
- Collect attendance data for every session and submit weekly paperwork to the SI Coordinator.
- Behave in a professional manner at all times.
- Other administrative duties.

Qualifications

- Be enrolled in at least 6 units throughout the semester within the San Mateo County Community College District.
- Maintain a good academic standing with Skyline College.
- Have earned a grade of B or better in the course for which you are applying to lead SI sessions.
- Demonstrate good leadership potential, effective communication, and collaboration skills.
- Possess organizational and time management skills.
- Be able to serve as a positive role-model for students.
- Be able to attend most scheduled lectures for the course.
- Participate in all trainings, meetings, and other activities as scheduled.
- Be available to work at least 7 – 10 hours/week.
- Be at least 18 years of age by the start of the semester.

Compensation:

This is a part-time position. The pay rate is **\$15.00** an hour to start.

Application Instructions

In order to apply, please complete all portions of the online application form on the SI website: <http://skylinecollege.edu/learningcenter/supplementalinstruction.php>.

Please contact Gavin Townsley, the SI Program Coordinator, if you have any questions or concerns:
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