**On-Campus Job Description**



**To apply**: *Submit a completed WVC Work Study Application to the Career Center, Wenatchi Hall, first floor.*

*Must be work study eligible. Email* *aolson@wvc.edu* *to check your eligibility.*

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| **Job Title****Code:**  | TRiO SSS Tutor |
| **Department/****Location** | TRiO- Wells Hall 1074 |
| **Rate of pay** | $13.50 (Level 1)  |
| **Supervisor** | Ivan Valdovinos |
| **Duties and Responsibilities** | * Provide one-on-one tutoring to students during assigned and/or drop-in hours
* Maintain accurate tutoring logs
* Make general referrals to college services, supports and resources
* Point of contact for program
* Other duties as assigned
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| **Minimum Qualifications** | * Excellent level of responsibility, reliability, and punctuality
* Basic knowledge of campus resources
* Minimum of 2 quarters completed at WVC
* Completion of Math 90 – 141 with grade of “A”
* Completion of English 90 – 101 with grade of “A”
* Completion of entry-level science courses
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| **Educational****Benefit** | * Strengthen interpersonal skills and ease in relating to people from varying educational, cultural, and social backgrounds
* Professional development
* Teaching and leadership skills
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3/01/2019 (AO)

*Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and laws and regulations, or participation in the complaint process.*

*The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses:*

* *To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, title9@wvc.edu.*
* *To request disability accommodations: Student Access Coordinator, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, sas@wvc.edu.*