REACH Graduate Student Assistant
GEN 105 Intervention Courses
2016-2017 Job Description

Position Title: Graduate Student Assistant (GSA) for GEN 105

Title of Supervisor: REACH Coordinator

PTE: 10 months, part-time, 20 hours/week: August 1, 2017 through May 31, 2018

GEN-105 Graduate Student Assistants are responsible for teaching GEN-105: Supplemental College Reading during both the fall and spring semesters. GEN 105 is an intervention course designed to provide instruction in college reading strategies and critical thinking using content materials from Biology 102, Psychology 201, or History 102. GEN 105 is required for students who did not score high enough on the ACT Reading section, SAT Verbal section, or Compass Reading Placement test. In addition to helping students with reading and critical thinking skills, GEN-105 instructors must also provide study strategies and academic tutoring for their core-content course (Biology 102, History 102, or Psychology 201).

GEN-105 GSAs must have a good understanding of the material covered in the core-content course. They must be able to interact with a diverse population of students with different skills, abilities, backgrounds, and deficiencies. They must be dependable, motivated and highly organized to keep up with the pace of the core-content class as well as the requirements of the GEN-105 course.

GSA responsibilities include, but are not limited to:

1. Teaching one or two sections of GEN-105 connected to Biology 102, History 102, or Psychology 201 each semester
2. Attending the core-content course (Biology 102, History 102, or Psychology 102) to become familiar with the material, instructors, policies, etc.
3. Maintaining and updating the Blackboard pages for each of the courses they are teaching
4. Holding a minimum of 5 office hours each week
5. Serving as a REACH Student Success Seminar presenter as needed each semester
6. Remaining in constant contact with the GEN 105 coordinator and the other GEN-105 instructor(s) through email and weekly meetings
7. Being available to assist in any other tasks or special projects throughout the semester
8. Putting in 20 hours a week through teaching, grading, and office hours

Required qualifications:

- Must be a full-time student for the entire academic year
- Applicants need to have earned a 3.0 cumulative GPA during their undergraduate career in a major related to Biology, Psychology, or History
- Available to work from the beginning of August until the end of May

MW, DK: 1/13/2017