Position Title: Graduate Student Assistant (GSA) for GEN 103/104

Title of Supervisor: Assistant Director, REACH Math Resources

PTE: 10 months, part-time, 20 hours/week: August 2, 2019 through May 29, 2020

REACH employs graduate student assistants to serve as GEN 103/104: Special Topics in College Mathematics instructors each academic year. These intervention courses are designed for UofL students who are not “college-ready” in mathematics and focus on algebra topics, such as linear equations and factoring. (For more information about these courses, visit the REACH website at reach.louisville.edu.) GEN 103 and GEN 104 are computer-based courses that meet twice a week for 50 minutes and utilize an online homework, tutorial, and assessment program.

GSA responsibilities include, but are not limited to:
1. Teaching 3-4 sections of GEN 103/104 each semester (fall and spring)
2. Tutoring students from GEN 103/104 and other mathematics courses in the REACH Math Resource Center and GEN 103/104 classroom
3. Holding regular office hours
4. Maintaining grade books and attendance records
5. Supervising math tutors
6. Attending a weekly staff development meeting
7. Assisting with various REACH events, as needed

Required qualifications:
• Deep understanding of concepts in high-school and college algebra
• Working knowledge of Microsoft Word and Excel
• Full-time graduate student (9 hours minimum) for the entire academic year (fall and spring)
• Minimum 3.0 cumulative GPA during undergraduate career
• Available to work during the 10-month period listed above

Preferred qualifications (not required):
• Working knowledge of online homework, tutorial, and assessment programs—such as MyMathLab/MyLabsPlus, Hawkes Learning, and/or ALEKS
• Tutoring and/or teaching experience (e.g., practicum experiences, student teaching)
• Extensive coursework in mathematics
• Coursework in education

JDW: 1/10/2019