TESOL Writing Tutor
Westmont College, Santa Barbara

Desired start date: March 2016
Projected end date: May 2016 (with possibility to extend)

Job summary:
Tutor undergraduate students (primarily international students) in all stages of the writing process; set and manage appointments as needed; follow writing center policies; keep writing center records. Flexible hours: estimated 3-5 hours/week.

Minimum qualifications:
- Bachelor’s degree in English, education, or a related field.
- Fluency in spoken and written English.
- At least one year of tutoring or teaching experience.
- Competence with word-processing and data entry.
- Sensitivity to students of varied cultural, religious, and educational backgrounds.
- Supportive of Westmont’s mission.

Preferred qualifications:
- Certified in TESOL.
- Master’s degree in education, English, linguistics, or a related field.
- At least one year of tutoring or teaching experience with students who are non-native English speakers (NNES).
- Familiarity with writing centers and/or academic support centers.

Please direct any questions or referrals to:
Sarah Skripsky, Associate Professor of English and Director of the Writing Center (sskripsky@westmont.edu)

To apply: Complete the Short-Term Temporary Employment Application and include a cover letter indicating your specific interest in this position.