POSITION: Instructional Assistant (Mathematics)

PROGRAM DATES: Sunday, June 25 – Friday, July 28, 2023

MATH CLASS DATES: Monday, July 3– Friday, July 28, 2023

REQUIRED:

- Strong working knowledge of MATH 115 or higher curriculum with an earned grade of B or higher in MATH 115, MATH 120 or MATH 140 coursework
- Registered as a junior or senior at the University of Maryland in good academic standing; a 3.0 or higher cumulative grade point average
- Attend two mandatory on campus trainings
- Familiar with campus resources
- Strong leadership skills
- Previous experience as a tutor, mentor or teaching assistant on campus
- Takes initiative, self-starter
- Demonstrated ability to interpret and enforce policies
- Demonstrated ability to make responsible decisions and to serve as a role model
- Demonstrated ability to effectively communicate in a team setting and mediate conflict with both students and colleagues

RESPONSIBILITIES:

- Participate in all trainings and staff meetings both prior to, and during the uTERP summer component.
- Serve as a teaching assistant and tutor for approximately 20 program participants.
- Attend and participate in all academic activities (including weekend activities).
- Attend the Welcome Event on Wednesday, June 28th from 12:00pm – 1:30pm.
- Provide instructor support and monitor student behavior in UNIV102 (Mon/Wed/Fri: 9:00 am - 11:30 am).
- Provide additional academic tutoring during all regularly scheduled mandatory study tables and other times as necessary (Sun: 7:00pm-9:00pm; Mon/Wed/Fri: 1:00pm-3:00pm; Tu/Th: 7:00pm-9:00pm).
- Aid in the enrichment of students' awareness of campus life and resources.
- Be sensitive to the learning styles and needs of a diverse student population.
- Model and enforce all program rules and policies.
- Communicate with staff regarding student behavior issues.
- Provide a daily report of each session.

SALARY: **$1241.00**

TO APPLY: Interested applicants are asked to submit an application (which includes both a resume and cover letter for this position) at the following website: https://go.umd.edu/uTERP23staffapplication, by **Sunday, March 12th for priority consideration**.

POSITION: Instructional Assistant (Writing)

PROGRAM DATES: Sunday, June 25 – Friday, July 28, 2023

WRITING CLASS DATES: Monday, July 3– Friday, July 28, 2023

REQUIRED:

- Strong working knowledge of rhetoric, English composition, and ENGL101 curriculum
- Registered as a junior or senior at the University of Maryland in good academic standing; a 3.0 or higher cumulative grade point average
- Completed college level academic writing or fundamental English course with an earned grade of a B+ or higher, OR similar experience
- Attend mandatory campus program trainings
- Familiar with campus resources
- Strong leadership skills
- Previous experience as a tutor, mentor, or teaching assistant on campus
- Takes initiative, self-starter
- Demonstrated ability to interpret and enforce policies
- Demonstrated ability to make responsible decisions and to serve as a role model
- Demonstrated ability to effectively communicate in a team setting and mediate conflict with both students and colleagues

RESPONSIBILITIES:

- Participate in all program trainings both prior to, and during the summer component
- Serve as a teaching assistant and tutor for approximately 20 program participants
- Attend and participate in all academic activities (including weekend activities).
- Attend the Welcome Event on Wednesday, June 28th from 12:00pm – 1:30pm.
- Provide instructor support and monitor students in class (Tu/Th: 9:45 am - 11:30 am)
- Provide additional academic tutoring during all regularly scheduled mandatory study tables and other times as necessary (Sun: 7:00pm-9:00pm; Mon/Wed/Fri: 1:00pm-3:00pm; Tu/Th: 7:00pm-9:00pm).
- Aid in the enrichment of students' awareness of campus life and resources
- Be sensitive to the learning styles and needs of a diverse student population
- Model and enforce all program rules and policies
- Communicate with staff regarding student behavior issues
- Communicate with Writing Tutors to share curriculum and Instructor expectations
- Provide a daily report of each session

SALARY: **$1,251.00**

TO APPLY: Interested applicants are asked to submit an application (which includes both a resume and cover letter for this position) at the following website: https://go.umd.edu/uTERP23staffapplication, by **Sunday, March 12th for priority consideration**.

POSITION: Tutor (Mathematics)

PROGRAM DATES: Sunday, June 25 – Friday, July 28, 2023

MATH CLASS DATES: Monday, July 3– Friday, July 28, 2023

REQUIRED:

- Strong working knowledge of MATH 115 or higher curriculum with an earned grade of B+ or higher in MATH 115, MATH 120 or MATH 140 coursework
- Comfortable factoring and solving for 'x' without using a graphic calculator.
- Attend two mandatory on campus trainings
- Proactive: willing to take initiative and actively ask students if they need assistance.
- Registered as an undergraduate or graduate student at the University of Maryland in good academic standing; a 3.0 or higher cumulative grade point average.
- Familiar with campus resources
- Strong leadership skills and communication skills and willingness to work as a team member.
- Previous experience as a tutor or mentor on campus

RESPONSIBILITIES:
- Participate in all trainings and staff meetings both prior to, and during the uTERP summer component.
- Attend and participate in all academic activities (including weekend activities).
- Attend the Welcome Event on Wednesday, June 28th from 12:00pm – 1:30pm.
- Provide academic tutoring during all regularly scheduled mandatory study tables and other times as necessary (Sun: 7:00pm-9:00pm; Mon/Wed/Fri: 1:00pm-3:00pm; Tu/Th: 7:00pm-9:00pm).
- Aid in the enrichment of students' awareness of campus life and resources.
- Actively engage with students during study hall (walk around the room, ask students what they are working on, and have them explain their work to you).
- Be sensitive to the learning styles and needs of a diverse student population.
- Model and enforce all program rules and policies.
- Communicate with staff regarding student behavior issues.

SALARY: **$690.00**

TO APPLY: Interested applicants are asked to submit an application (which includes both a resume and cover letter for this position) at the following website: https://go.umd.edu/uTERP23staffapplication, by **Sunday, March 12th for priority consideration**.

POSITION: Tutor (Writing)

PROGRAM DATES: Sunday, June 25 to Friday, July 28, 2023

WRITING CLASS DATES: Monday, July 3– Friday, July 28, 2023

REQUIRED:

- Strong working knowledge of rhetoric, English composition, and ENGL101 curriculum
- Registered as a junior or senior at the University of Maryland in good academic standing; a 3.0 or higher cumulative grade point average
- Completed college level academic writing or fundamental English course with an earned grade of a B+ or higher, OR similar experience
- Registered as a junior or senior at the University of Maryland in good academic standing; a 3.0 or higher cumulative grade point average, OR registered as a graduate student.
- Attend mandatory campus program trainings
- Familiar with campus resources
- Strong leadership skills
- Previous experience as a tutor, mentor, or teaching assistant on campus
- Takes initiative, self-starter
- Demonstrated ability to interpret and enforce policies
- Demonstrated ability to make responsible decisions and to serve as a role model
- Demonstrated ability to effectively communicate in a team setting and mediate conflict with both students and colleagues

RESPONSIBILITIES:

- Participate in all program trainings both prior to, and during the summer component
- Attend and participate in all academic activities (including weekend activities).
- Attend the Welcome Event on Wednesday June 28th from 12:00pm – 1:30pm.
- Provide academic tutoring during all regularly scheduled mandatory study tables and other times as necessary (Sun: 7:00pm-9:00pm; Mon/Wed/Fri: 1:00pm-3:00pm; Tu/Th: 7:00pm-9:00pm).
- Aid in the enrichment of students' awareness of campus life and resources
- Be sensitive to the learning styles and needs of a diverse student population
- Model and enforce all program rules and policies
- Communicate with staff regarding student behavior issues

SALARY: **$690.00**

TO APPLY: Interested applicants are asked to submit an application (which includes both a resume and cover letter for this position) at the following website: https://go.umd.edu/uTERP23staffapplication, by **Sunday, March 12th for priority consideration**.

POSITION START DATE: Monday, June 5, 2023
POSITION END DATE: Friday, July 28, 2023
PROGRAM DATES: Sunday, June 25, 2023 to Friday, July 28, 2023
* Residential staff persons are expected to move in on **Saturday, June 24, 2023**.

REQUIRED:

- 3.0 or higher cumulative grade point average, OR registered as a graduate student.
- Attend mandatory campus program trainings
- Familiar with campus resources
- Strong leadership skills
- Demonstrated ability to interpret and enforce policies
- Demonstrated ability to make responsible decisions and to serve as a role model for students
- Reliable, takes initiative, and adaptable
- Demonstrated ability to effectively communicate in a team setting and mediate conflict with both students and colleagues
- *Preferred:* Experience as a Resident Assistant and have completed the Resident Life training course at the University of Maryland, College Park

RESPONSIBILITIES:
- Enforce University of Maryland Residence Hall rules, policies and procedures between the hours of 7:00 pm and 8:00 am, Sunday through Saturday.
- Participate in all program activities on Sunday, June 25th – This includes facilitating move-in, attending the Welcome activities and leading a mandatory floor meeting that evening.
- Assist in planning weekend activities.
- Attend all program sponsored extracurricular activities.
- Inform uTERP students of University and Residence Life Departmental policies, as stated in the Code of Student Conduct and as cited in the Rights and Responsibilities booklet.
- Monitor student adherence to residence hall rules and regulations and communicate with program staff about issues surrounding student conduct and behavior.
- Serve as a mediator when/if conflicts arise.
- Record inappropriate behavior, if necessary, through the use of the Resident Life Department incident reporting system, as well as, report infractions to the Coordinator.
- Participate in all program trainings both prior to, and during the summer component
- Attend the Welcome Event on Wednesday June 28th from 12:00pm – 1:30pm.
- Assist in co-facilitating UTERP 100 sessions for program participants
- Plan and co-lead community building activities
- Aid in the enrichment of students' awareness of campus life and resources
- Be sensitive to the learning styles and needs of a diverse student population
- Model and enforce all program rules and policies
- Communicate with staff regarding student behavior issues or academic concerns
- Establish and encourage effective lines of communication between student participants and staff
- Refer students to appropriate campus and community resources as needed (i.e., Accessibility and Disability Service, Counseling Center, Tutoring Resources, etc.)

SALARY: **$3163.00** plus housing and some meals

TO APPLY: Interested applicants are asked to submit an application (which includes both a resume and cover letter for this position) at the following website: https://go.umd.edu/uTERP23staffapplication, by **Sunday, March 12th for priority consideration**.