The Graduate Academic Support position works within our iSchool Resource Center to provide tutoring and enrichment opportunities for Information Sciences students. As a part of the academic support team, this position will provide individual and group tutoring for Information Sciences (IS) courses, collaborates to create academic enrichment and engagement opportunities, and is a part of student success initiatives for the iSchool. Applicants must be able to work in-person and available to work approximately 10 hours per week throughout the semester.

Qualifications:

• Currently enrolled as a Masters student in either the MS/IM, MS/LIS, or MS/BIO programs at the University of Illinois at Urbana-Champaign in the School of Information Sciences
• Must be strong academically and in good academic standing, with an overall GPA of 3.5 or higher and receiving a B+ or higher in all IS and non-IS courses at ILLINOIS
• Completion of at least one full semester (fall or spring) at the School of Information Sciences

Qualified in at least one of the following areas:

  o Proficient in Python and/or have completed IS 430 and IS 597PR
  o Proficient in SQL and/or have completed IS 455 and IS 497DA
  o Proficient in R and/or have completed IS 407 and/or IS 507
  o Proficient in calculus and statistics

Responsibilities:

• Engage in academic activities with students either one-on-one or in groups, and both in-person and online
• Assist students in the development of appropriate study skills
• Maintain consistent communication with supervisory staff and peers and is reliable
• Model appropriate academic attitudes and behaviors to staff, faculty, and students

Required Knowledge, Skills, and Abilities:

• Ability to work with a diverse group of both graduate and undergraduate students
• Possess good interpersonal and organizational skills
• Reliable and able to manage a consistent schedule throughout the entire semester
• Patience and a strong desire to help students achieve their goals
• Knowledge and successful application of various basic academic skills
• Ability to work independently applying critical thinking skills and problem solving to various situations

Previous experience in educational settings is valued, but not required

Application:

• Statement of Interest in the position (why you are interested and would be a good fit)
• Resume with contact information (email and phone number)
• Unofficial Transcript
• Include your weekly availability for the upcoming semester

Contact: Meg Edwards, Assistant Dean iSchool, mbedward@illinois.edu

Deadline: February 1