

Job Title:	Tutor, College of Osteopathic Medicine
Job Description:	This position facilitates student learning by helping to clarify specific course content and the use of study skills.
Reports to:	Educational Skills Specialist
Classification:	Staff, Part Time, Non-Exempt
Essential Duties:	<ul style="list-style-type: none">• Provide tutoring to COM students in one-on-one or small group sessions.• Meet with students on COM Campus or other OSA preapproved virtual sessions.• Utilize Paylocity to log tutoring hours and student attendance accurately.• Act as a representative of the college; support the mission and vision of COM.• Respect student's right to confidentiality and follows FERPA requirements.• Complete required training
Qualifications/ Education:	<ul style="list-style-type: none">• Minimum 3.0 GPA in osteopathic medicine curriculum• A grade of B or higher in academic subject areas for which tutoring• Excellent communication skills• Ability to work with students one-on-one and in small groups.
Compensation:	The Hourly rate for this position is \$16.90.

Application Instructions

Interested candidates are to electronically submit a letter of interest, a detailed resume and the names, titles, and contact information of at least (3) professional references. Please send a completed package electronically to catherine.rosales@chsu.edu and type **Tutor** in the subject field of the email.

CHSU is an Equal Employment Opportunity (EEO) employer. CHSU complies with the Employment Eligibility Form (i-9) requirements.