



Federal Work Study

Job Description

The Tutoring and Learning Center (TLC)

Please note that you must be eligible for Federal Work-Study to apply for this position.

Title of Position:

College Assistant III – Tutor

\$18.00

Supervisor/Person to Contact:

Alexander.halcyon@canyons.edu; denisse.calvo@canyons.edu;
nolan.johnston@canyons.edu
(661) 362-3346

Will schedule be arranged around student's classes? Yes ☒ No ☐

Dates & Hours:

Dependent on student availability and department needs.

Duties:

- Tutor students individually or in scheduled group workshop sessions to improve academic performance, student study skills, note-taking skills, and test-taking strategies
- Provide feedback to students using positive reinforcement techniques to encourage, motivate and build confidence in students
- Perform miscellaneous job-related duties as assigned

Job Qualifications:

- Ability to effectively manage time and schedules.
- Ability to communicate effectively, both orally and in writing
- Ability to develop positive rapport with students
- Proficiency in subject matter

Student Employment Office

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