



## **JOB DESCRIPTION - SUPPLEMENTAL INSTRUCTION (SI) LEADER**

**Title:** Supplemental Instruction (SI) Leader

**Department:** Academic Success Center (ASC)

**Reports to:** Supplemental Instruction Coordinator at the Vol Study Center (VSC)

**Starting Pay Rate:** \$15/hour

### **Job Summary**

The Supplemental Instruction (SI) Program creates vibrant, collaborative peer-learning communities on the campus of the University of Tennessee. The SI Leader promotes the achievement and engagement of peers by guiding a group of fellow undergraduates in applying study strategies to a difficult course for a full semester.

The SI Leader is trained by the VSC to apply knowledge of learning strategies, collaboration techniques, and academic well-being to group study sessions for a particular SI course. The SI Leader attends all class meetings for the relevant SI course and plans and hosts weekly group study sessions and periodic exam review sessions. The SI Leader builds rapport with participants to increase engagement in sessions. The SI Leader maintains a Canvas site and creates digital learning materials. The SI Leader also assists with outreach, marketing, and special events with the VSC as needed.

### **Minimum qualifications:**

- Be currently enrolled at UTK and in good standing with the University
- Meet the employment criteria of the University of Tennessee
- Previously have earned a B or higher in the relevant SI course
- Have and maintain a minimum GPA of 3.0
- Submit 2 faculty recommendations

### **Preferred qualifications:**

- Have experience tutoring, teaching, training, mentoring, or leading peers
- Demonstrate use of learning strategies as a student
- Show enthusiasm for the SI course content; have major connected to content

- Submit a faculty recommendation for the SI course

**Estimated breakdown of hours:**

- Weekly hours vary during the semester; typically, 8 hours/week as directed by VSC
- 3 hours attending the class meetings of the SI course
- 2 hours leading SI group sessions
- 1 hour of training
- 2 hours planning, meeting with professor, creating digital content, as directed by the VSC

**Key Responsibilities of SI Leader:**

- Attend training with the VSC
- Serve as a model student in the SI course
- Plan and host weekly SI sessions and periodic SI exam review sessions
- Use collaborative activities and build rapport with participants
- Manage a SI Canvas site with announcements and digital content
- Consult with professor of SI course
- Collect SI attendance and survey data