

## Graduate Assistant Position

### Peer Writing Tutor

Fall 2023

The Writing Centre invites applications for a Graduate Assistant position (Peer Writing Tutor) for the remainder of the Fall 2023 semester.

#### **Duties for this position include:**

- Attending training sessions and meetings
- Tutoring students from various disciplines in grammar, organization, and clarity of writing
- Creating handouts and other documents
- Representing the Writing Centre at fairs and other events
- Other related duties (making appointments for students, photocopying handouts, greeting students when they arrive at the Writing Centre, etc.)

#### **Qualifications:**

- Registered as a full-time graduate student in any discipline
- Strong writer
- Experience in a tutoring role is an asset

**Working hours:** 60 hours (6-8 hours per week)

**Location:** Science Building, SN-2053

#### **To apply:**

- Send a cover letter, resume, and two samples of the applicant's academic writing (not co-authored) to Carolyn Best, Writing Centre Manager, at [cpbest@mun.ca](mailto:cpbest@mun.ca)
- Use the following as the subject line in the email: Fall 2023 GA Application – Peer Writing Tutor

**Application deadline:** October 8, 2023.

*This position is covered by a Collective Agreement between TAUMUN and Memorial University.*

*To contact TAUMUN, email [taumun@mun.ca](mailto:taumun@mun.ca)*