Title: Academic Tutor, Athletics

Pay Scale Group: 11

Essential Function

Under general supervision from a designated administrator, instruct student athletes in designated subject areas necessary to improve their academic performance at the University.

Characteristic Duties

• Work directly with student athletes needing instruction outside the classroom.

• Implement learning interventions and study strategies in time management, critical reading, note taking, test taking, organization skills and study skills.

• Provide remedial instruction.

• Prepare teaching plan for class

• Advise students regarding academic programs.

• Evaluate academic progress of students.

• Compile reports on student performance.

• Perform related duties based on departmental need.

Minimum Qualifications

• Bachelor’s degree and one (1) year experience in a related field as designated by the hiring department. Experience must be in teaching or tutoring and relative to the specified field.

Last updated: September 2009

An affirmative action/equal opportunity institution