



Now Hiring Writing Tutors for Fall 2023 and Winter 2024

JOB POSTING

Application Closing Date:	Monday, April 3, 2023
Organization:	BCIT Learning Commons – Writing Centre
Job Title:	Writing Peer Tutor
Job Type:	Part time position for BCIT students only
Start Date:	September 2023
Wage:	\$16.87 (inclusive of vacation pay and paid holiday pay)
Location:	Online or at BCIT Campuses

Are you a great writer? Would you like to share your enthusiasm for writing with others? If you have strong academic standing as a BCIT student and enjoy helping others learn, then being a writing tutor could be a rewarding experience for you.

The BCIT Writing Centre supports the writing development of BCIT students in a supportive tutoring environment. The Centre's goal is to help students develop the capacity to plan, organize, write, and revise various types of assignments, and to assist students in areas such as citation use and EAL (English as an Additional Language). We do not edit or proofread but ask good questions and provide feedback. Training is provided to support your development as a peer tutor.

Qualifications

- Excellent communication and interpersonal skills
- Strong academic standing
- Initiative and ability to work independently
- Legally entitled to work in Canada
- Two instructor references (one of which is from a communication instructor)

The ideal candidate will collaborate well with their peers, have earned a high level of achievement in a communication or writing course, and be capable of assisting peers with organization, grammar and punctuation.

Responsibilities

- Guide students by assessing their writing needs, developing a plan for improving their work and encouraging good writing practices
- Assist in promoting the Centre's services as needed
- Complete paperwork accurately and on time
- Successfully complete paid writing tutor training

Benefits

- Enhance career-related skills such as communication, client service, leadership, & teamwork
- Develop your writing skills
- Meet new people and be part of an academic-support community
- Possibility of work with WriteAway, an online tutoring service that BCIT is a part of, and which provides 24/7 asynchronous writing support to post-secondary students across British Columbia

To Apply

Visit [Learning Commons – Be A Tutor](#) to download application documents. Carefully read the [Application Process](#) for details on how to apply and submit your complete application package, by email, to LearningCommons@bcit.ca by **Monday, April 3, 2023**.