

Quick Suggestions for Tutors

Regarding the Tutees

- **Be enthusiastic and positive!** Your tutees will notice your attitude; if you're excited, they will be excited.
- **Be patient and encouraging.** Whether a tutee is struggling or doing very well, continue to offer your support and confidence.
- **Vary your methods of reinforcement** so they don't seem automatic.
- Your tutees will look up to and depend on you. It's necessary that you **set a good example** and that you act both responsibly and reliably.
- Always **expect the best** from children, but never pressure them for it.
- Whenever possible, **allow the tutees to assume responsibility for themselves.** You are a guide; they must explore and discover on their own.
- **Break down problems** into simple, digestible parts, but leave room for challenge.
- **Be creative!** Colorful and relevant examples can often make the most difficult problem comprehensible.
- **Your tutees need continuity.** Be committed to working with them as scheduled.
- Remember that **you are developing significant relationships** with the tutees. Enjoy the friendship they have to offer, but also be aware not to overstep boundaries.
- **Report any concerns about tutee abuse or neglect** to the proper authorities.

Regarding Yourself

- **Think about what you're doing** and how you're helping. Why are you tutoring? What are you learning? A journal can be a good place to reflect on your thoughts and feelings.
- **You won't always get positive feedback** from a tutee, but know that by being a role model you are making an impact.
- Don't forget that **you are both giving and receiving.** Children have a lot to teach us!
- **Don't get discouraged** if it takes awhile to get to know your tutee. Each tutoring experience is unique and there is no exact formula for success.
- Remember that **you're a representative of Carleton** – it's important to act responsibly.