Interested in Working as a Paid Writing Consultant for 2009-2010?

Each winter and spring, the Carleton writing center recruits first-year-, sophomore-, and junior-level students from all majors to work as paid Writing Consultants in our center the following year. Consultants assist students with a variety of writing-related tasks and work in a variety of contexts: (1) as Writing Assistants assigned to work with students in specific courses, (2) as tutors in the writing center, and (3) as tutors of non-native speakers of English.

Writing Consultants are strong academic writers who have both the empathy and training to assist fellow writers. Consultants also possess the intellectual curiosity and the desire to better their tutoring skills through participation in an ongoing conversation about tutoring practices and composition theory. Consultants are invited to join the national writing center conversation, reading and discussing how-to-tutor texts (book chapters, websites, and journal articles), and thinking critically about the politics of literacy. These writing and critical-thinking skills are important in college, the workplace, and the community.

New consultants for 09-10 must be:
- in good academic standing
- on campus during fall 2009 and at least one other term during the 09-10 academic year
- able to work six hours/week fall term
- willing and able to attend and participate actively in all mandatory (and paid) training and professional-development activities
- able to document completion of the writing portfolio requirement if they have completed their sophomore year

We are looking for applicants who possess these skills and qualities:
- excellent work habits: reliability, dependability, and integrity
- writing strengths in several disciplines
- the empathy to respond to writers with patience and tact
- the ability to collaborate and communicate effectively with faculty, staff, and students
- independence and good judgment: consultants occasionally work with little or no supervision
- trainability: consultants must provide assistance to writers in ways that are consistent with writing center theory and practice

Benefits of employment:
- flexible work hours and paid training and professional development
- valuable work experience for any career that involves oral and written communication skills

Questions? Feel free to contact:
Kathy Evertz, Director, Academic Support Center
203 Scoville, x4015, kevertz@carleton.edu

or

Robbie Groth, Program Assistant, Academic Support
202 Scoville, x4027, rgroth@carleton.edu

Application instructions are online at:
https://apps.carleton.edu/campus/asc/writeplace/applications_for_0910/