NEW POSITION AVAILABLE FOR 2009-2010
Combined Intercultural Peer Leader/Writing Consultant Position
10 hours/week per term

THIS POSITION IS FOR SOMEONE WHO ...
- enjoys working with people on their writing (analyzing writing prompts, generating ideas for papers, talking about focus/thesis and organization, thinking about evidence/support for an argument, explaining punctuation and grammar, etc.)
- demonstrates a willingness to actively connect students to the resources of the Academic Support Center and those of the Office of Intercultural Life

THIS POSITION IS FOR SOMEONE WHO IS COMMITTED TO...
- providing support, advice, and referrals to intercultural students
- providing exemplary leadership and mentoring to intercultural students
- working with the intercultural community
- interacting with students through a co-sponsored position in the Academic Support Center (especially the Writing Center) and the Office of Intercultural Life

THIS POSITION IS FOR SOMEONE WHO WILL...
Support OIL and intercultural students by:
- attending weekly IPL group meetings
- meeting individually with the Assistant Director of Intercultural Life bi-weekly
- submitting weekly and end-of-term activity reports to the OIL office
- attending all IPL programming
- attending events sponsored by the Office of Intercultural Life
- attending mandatory training sessions offered by OIL and the Writing Center

Support writers at Carleton by:
- assisting students with a variety of writing-related tasks and in a variety of contexts: (1) as a Writing Assistant assigned to work with students in specific courses, (2) as a tutor in the writing center, and (3) as a tutor of non-native speakers of English.

THIS POSITION IS FOR SOMEONE WHO IS...
- in good academic standing
- able to work 10 hours/week (total) during fall, winter, and spring terms
- willing and able to attend and participate actively in all mandatory (and paid) training and professional-development activities sponsored by the Writing Center
- able to document completion of the writing portfolio requirement if they have completed the sophomore year

THIS POSITION IS FOR SOMEONE WHO POSSESES...
- 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
- good judgment and the ability to work without supervision