

SI Leader Job Description

Supplemental instruction is a peer led academic assistance program meant to improve students' academic performance and increase retention. SI leaders conduct workshops that allow students to improve their understanding of class material in a peer to peer learning environment.

Minimum Qualifications

- Be enrolled as an undergraduate at CSUF
- Maintain an overall GPA of 3.0 or above
- Demonstrate good interpersonal communication skills
- Complete the Calculus sequence (Math 150A/150B/250A) with a grade of B or better (exceptions may be allowed on a person by person basis).
- Availability to attend all scheduled lectures for the course
- Availability to attend weekly meetings
- Available to work 10 hours per week

Responsibilities

Supplemental instruction leaders are responsible for facilitating peer study sessions for their assigned course. Their primary responsibilities are:

- Attend all scheduled lectures for the course
- Take notes
- Complete all the assigned homework
- Be a role model for good student behavior
- Actively advertise supplemental instruction throughout the semester
- Prepare for SI sessions
- Preparing a different worksheet for every session
- Complete any necessary reading/homework to make yourself knowledgeable
- Integrate course content with active learning skills
- Facilitate three 50-minute (or two 75-minute) SI sessions per week
- Guide students through course content related worksheets or activities
- Schedule review sessions before tests
- Engage students in active learning strategies such as review games
- Attend any and all training sessions
- Attend weekly meetings
- Additional administrative duties
- Turn in all required paperwork on time and complete
- Turn in timesheets on time and keep track of hours accurately
- Maintain a professional attitude at all times

- Notify supervisor and students in advance if you need to reschedule or cancel an SI session
- Collect data at the end of the semester for program evaluation

Benefits of the SI program

- Paid professional opportunity to help other students succeed
- Build relationships with other SI leaders and students enrolled in the course
- Build rapport with instructors, program coordinator, and director
- Develop skills in being a facilitator of learning
- Great experience to discuss during interviews and to put on your resume

FAQs

Q: Do I have to teach class or grade papers like a TA?

A: No. This position is completely different from a TA. You should never have to lecture or grade any papers. You are only responsible for facilitating the 3 review sessions per week.

Q: Do I get to choose which class to SI for?

A: You will indicate your preference as to which courses you would like to SI for. We assign SI leaders to courses on a seniority basis. It is not a guarantee that you will receive those courses, but we will definitely work with you and place you in a class you're comfortable in.

Q: What do my 10 hours consist of?

A: 3.3 hours will be dedicated to attending your specific associated lecture class per week.

2.5 hours will be dedicated to facilitating workshop sessions. These sessions will be held at the same time and place every week.

1 hour will be dedicated to weekly meetings

3.2 hours are dedicated to session planning. These hours are completely flexible and up to your discretion.

Q: How do I apply to become an SI leader?

A: The instructions for applying to become an SI leader, including links to all of the necessary forms, are at <http://www.fullerton.edu/SI> .