

Statistics Tutor at CARP
(at \$15.25/hr)

Statistics Tutor Job Description

- Provide tutoring services for undergraduate students seeking assistance with undergraduate level statistics courses.
- Facilitate tutorial sessions with individual students or small groups.
- Prepare and present workshops or projects which may occur outside of the scheduled 14 hours.

Qualifications

Applicant must:

- Have and maintain a minimum all university GPA of 3.0 and a 3.0 in the major discipline.
- Be an upper division SF State student.
- Preference will be given to applicants who have completed the following courses (or equivalent courses from other universities), and passed them with a grade of B or better:
 - College Algebra (Math 60/70)
 - And one of the following:
 - Elementary Statistics (Math 124)
 - Business Statistics (DS 212)
 - Statistical Methods and Interpretation (ECON 311)
 - Psychological Statistics (PSY 371)
 - Probability and Statistics with Computing (MATH 324)
 - Probability and Statistics II (MATH 441)
 - If you have taken another course that you feel is equivalent to one of the above, please email the Math, Science, and Business Coordinator and Math, Science, and Business Training Coordinator a copy of the syllabus of the equivalent course and ask if this course would satisfy the requirement above.
 - All other statistics-based courses listed on transcripts will also be taken into consideration.
- Be patient and willing to support students.

- Be able to empathically and interactively communicate with others.
- Be able to speak in front of large audiences.
- International students must refer to SF State's policies for hiring international students.

Application Instructions:

Please submit the following (Either in person at HSS 346 or via email to carp.msb@gmail.com):

- A cover letter.
- A resume that clearly articulates skills relevant to the successful execution of the Statistics Tutor position.
- Unofficial college transcripts from all institutions you have attended.
- The Student Work Availability Form (found on Jobs page of the CARP website).
 - During Summer Session, applicant must be available to work between 12 to 20 hours/week during CARP's regular tutoring hours (Monday – Thursday 10am – 3pm).
 - During Fall 2016 and Spring 2016, applicant must be available to work at least 12 hours/week during CARP's Regular Tutoring Hours (Monday-Thursday 4pm- 8pm, and Friday 11am – 2pm) and 2 hours/week outside of CARP's Regular Tutoring Hours.
 - Applicants must also have additional availability outside of their tutoring hours and class schedule in order to present academic support workshops and projects.

Please submit all application materials in separate documents in either PDF or Word format.

PLEASE NOTE: You do not need to have a major in Statistics in order to be a Statistics tutor. You must be able to demonstrate to the CARP Administration that you have the skills necessary for tutoring the majority of the Math courses listed above.

If you have any questions or concerns, please contact both:

Sally Lo
Math Science and Business Unit Coordinator
Campus Academic Resource Program
1600 Holloway Ave. HSS 346
San Francisco, CA 94132
Phone: 415-405-0316
Email: carp.msb@gmail.com

Anton Shcherbakov
Math Science and Business Unit Training Coordinator
Campus Academic Resource Program
1600 Holloway Ave. HSS 346
San Francisco, CA 94132
Phone: 415-405-0316
Email: carp.msbt@gmail.com