

Math Learning Center/Math@Mansfield

Tutoring intern

1 credit

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Share your love and knowledge of math with your fellow students!

University of Montana Math Tutoring Services is seeking an undergraduate tutoring intern to work with students and tutors at the Math Learning Center and Math@Mansfield.

This is an excellent opportunity for mathematics majors to hone their instructional skills in a small group setting, while developing deeper mathematical knowledge through in-service training to other peer tutors. For students in other majors, this is also an opportunity to develop stronger communication skills in translating mathematical concepts into terms accessible by a non-expert audience.

A tutoring intern will provide one-on-one and small group tutoring for selected undergraduate courses at the University of Montana, greet students who come in for tutoring, listen to problems the students describe, and ask probing questions to discover the nature of the problem. They are expected to guide each student to discover the answer to a question, and not do the work for students.

The tutoring intern should excel at communicating with undergraduate and graduate students, have the ability to prepare and deliver bi-weekly lessons on math topics relevant to MLC/M@M students, maintain documentation to support program certification/accreditation, and be able to navigate academic technology effectively.

The tutor should demonstrate mastery of knowledge, concepts, and skills through an application, transcripts, faculty recommendations.

Tutor Intern responsibilities will include:

- Provide professional math tutoring services to university students (4-6 hours/week at \$9.50/hr)
- Provide bi-weekly training and refresher sessions for peer tutors, with an emphasis on topics in Calculus II, probability, and statistics (2-3 hours/week) in coordination with faculty teaching these classes.
- Assist Math Tutoring Services director with performing quantitative and qualitative analysis of tutoring services (3-5 hours/month).
- Assist Math Tutoring Services director with documentation of requirements for institutional tutoring certification (3-5 hours/month).

Qualifications:

- Strong interpersonal and verbal communication skills
- Proficiency in undergraduate mathematical content, as exhibited by successful completion of Calculus III and/or Linear Algebra and instructor recommendations.
- Excellent critical thinking/problem solving skills
- Pursuing a Bachelor's degree in mathematics, or related field. (Junior/Senior standing preferred.)