

California State University, Fresno Foundation

ACADEMIC FACILITATOR - TRIO STUDENT SUPPORT SERVICES / STUDENT SUPPORT SERVICES VETERANS JOB ANNOUNCEMENT #24-601

POSITION:	<p>Academic Facilitators perform academic tutoring and evaluation duties to TRIO SSSP/SSSV participants through one-on-one and/or group setting. Areas of tutoring include: Reading/Writing and Math/Science. The tutoring may be performed in-person and/or online (via Zoom) based on the accommodation needs of student participants. Academic Facilitators also assist in the development of supplemental academic learning materials. This position reports to the SSSP/SSSV Reading/Writing Specialist.</p> <p>The TRIO Student Support Services Program (SSSP) and Student Support Services Veterans (SSSV) provide undergraduates with academic support, financial aid literacy/education, and graduate school preparation support to ensure every individual's successful retention and graduation. SSSP/SSSV are federally funded TRIO grant programs that serve resilient first-generation students, students from low-income backgrounds, and students with a disability.</p>
ESSENTIAL JOB FUNCTIONS:	<p>This position will:</p> <ul style="list-style-type: none"> • Provide one-on-one and group tutoring to program participants in the areas of reading/writing or math/science • Create supplemental academic learning materials for program participants • Outreach and maintain strong communication with program participants • Maintain student logs and organization of student files • Attend all scheduled training and meeting dates • Other duties as assigned
QUALIFICATIONS & EXPERIENCE:	<p><i>To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</i></p> <ul style="list-style-type: none"> • Must be enrolled in the upcoming semester at California State University, Fresno in at least six (6) units and have Junior or Senior academic standing • Special consideration will be given to graduate students • Must have a minimum cumulative GPA of 3.0 • Major in English, Journalism, Mathematics, Biology, Chemistry, or related disciplines preferred • Has taken and passed a wide range of Math, Science, English and/or related courses courses, preferred • Must be able to work 18-20 hours per week; minimum 2-3 hour shifts, 3-5 days a week • Demonstrated commitment to working effectively with students from diverse ethnic, cultural, and socioeconomic background
COMPENSATION:	\$16.00 per hour.
DEADLINE:	April 29, 2024
TO APPLY:	<p>Please visit the Auxiliary Human Resources page at: https://auxiliary.fresnostate.edu/association/hr/employment-opportunities.html for job announcement and application.</p> <p>Application and resume should be submitted to Jessica Turney at jessicaturney@csufresno.edu or delivered in person to Lab School Room 9.</p> <p>If applying to the Reading/Writing position, please submit a sample of writing (essay/ report).</p>

RESUMES WILL NOT BE ACCEPTED WITHOUT A COMPLETED APPLICATION

*California State University, Fresno is a smoke free campus. For more information, please click <http://fresnostate.edu/adminserv/smokefree/index.html>
Employment for this position is by the California State University, Fresno Foundation. This is not a State of California position.*

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY/ADA EMPLOYER