



JOB DESCRIPTION

Position Title: Tutor, Student Support Services

Department: Student Services

Report To: Coordinator

Position Summary: The Tutor is responsible for implementing the tutorial component of the Student Support Services program.

Essential Job Functions

1. Provides individual tutorial assistance and/or instruction to program participants.
2. Reports to Counselor/Instructors regarding student progress.
3. Assists in monitoring participants' progress in academic and non-academic areas.
4. Provides peer leadership to participants.
5. Perform other job related duties as may be assigned by the Project Coordinator, Dean of Students or designee.