

Graduate Assistant Position

Peer Writing Tutor

Winter 2025

The Writing Centre invites applications for a Graduate Assistant position (Peer Writing Tutor) for the remainder of the Winter 2025 semester.

Duties for this position include:

- Attending training sessions and meetings
- Tutoring students in-person and online from various disciplines in grammar, organization, and clarity of writing
- Creating handouts and other documents
- Representing the Writing Centre at fairs and other events
- Other related duties (professional development, making appointments for students, photocopying handouts, greeting students when they arrive at the Writing Centre, etc.)

Qualifications:

- Registered as a full-time graduate student in any discipline
- Strong writing and communication skills
- Experience in tutoring writing is an asset

Location: Science Building, room SN-2053

To apply:

- Log into the my.mun.ca portal and choose My MUNlife
- Under *Career Development Center*, click on *Off-campus Job Postings*. (Although the position is posted under Off-campus Job Postings, it is located on campus).
- Upload a cover letter and resume (combined as one document), and two samples (not co-authored) of your academic writing.
- Job Posting #: 95273
- **Application deadline:** February 23, 2025

Any questions can be directed to Carolyn Best, Writing Centre Manager at cpbest@mun.ca

**This position is covered by a Collective Agreement between TAUMUN and Memorial University.
To contact TAUMUN, email taumun@mun.ca**