

University of Connecticut
Center for Access and Postsecondary Success (CAPS)
Upward Bound & ConnCAP

Summer Non-Residential Tutor/Counselors

The UConn Pre-College Programs: Upward Bound & College Awareness and Preparation (ConnCAP) programs provide college preparation to high school students from target high schools in Norwich, Stamford and Naugatuck. Students participate in an intensive non-residential program at UConn's campuses in Stamford, Avery Point, and Waterbury. Students take academic and enrichment courses, participate in extracurricular activities and field trips, and develop skills to help them succeed in high school and beyond.

Minimum Qualifications:

- Excellent interpersonal and communication skills.
- Academic competence in at least one academic area such as English, mathematics, science, and social studies.
- Experience working with teenagers, community organizations, and/or academic programs.
- Demonstrates maturity, good judgment, patience, and commitment to providing educational opportunities to students from diverse backgrounds.
- Experience working with adolescents from multicultural backgrounds.

Sample Position Responsibilities and Duties:

Supervise students and lead activities related to culture, sports, mental health, self-care, poetry, dance, and/or other areas of personal and student interest. Provide individual and group tutoring sessions for 1 – 3 hours a day. Assist faculty members with class instruction. Enforce and personally abide by program rules and regulations. Maintain privacy and/or confidentiality when handling participant, staff, and community incidents and conflicts. Attend and participate in all staff meetings and other events. Perform other tasks as assigned and as needed.

Dates and Compensation:

Program dates: Mid-June to July 28, 2023 (training is required prior to the program dates). Priority will be given to applications received by March 20, 2023. Only selected applicants will be invited for an interview, to be held in March and April. A criminal background check and Minor Protection Training are mandatory. The compensation is \$18.00 per hour to work approximately 4 to 7 hours a day Monday-Friday.

To apply, please send your application by the priority deadline and send it to:

Dr. Susana Ulloa at Susana.ulloa@uconn.edu
368 Fairfield Way, U-4170. Storrs, CT 06269

**UNIVERSITY OF CONNECTICUT
CONNCAP PROGRAM
NON-RESIDENTIAL TUTOR/COUNSELOR**

Name: _____ Date: _____

Address: _____

Best phone number to contact you: _____ e-mail: _____

College Status (Graduate or Undergraduate) _____ NetID: _____

Anticipated Graduation Year: _____ Cumulative Grade Point Average: _____

Major or Graduate Program: _____

Minor (if applicable): _____

Do you have a valid driver's license? Yes _____ No _____

How did you learn about this position? _____

Please attach your resume, most recent transcript, and provide the following information:

1) Which of the high school core subjects can you tutor? Please rank by circling the numbers in order of preference (with **1 as first preference** and **4 as the last preference**). You can add areas such as Social Studies.

ENGLISH	1	2	3	4	MATH	1	2	3	4	OTHER
Composition	1	2	3	4	Algebra I	1	2	3	4	_____
Literature	1	2	3	4	Algebra II	1	2	3	4	_____
Research Paper	1	2	3	4	Geometry	1	2	3	4	_____
SAT Prep	1	2	3	4	Calc./Trigonometry	1	2	3	4	_____
SCIENCE	1	2	3	4	FOREIGN LANGUAGE	1	2	3	4	
Physics	1	2	3	4	French	1	2	3	4	
Physiology	1	2	3	4	Spanish	1	2	3	4	
Chemistry	1	2	3	4	Latin	1	2	3	4	
Biology	1	2	3	4	Other _____	1	2	3	4	

2) List non-academic activities such as any special talents or interests you have (i.e., modern dance, swimming, photography, basketball, poetry, etc.). Would you be willing to teach or facilitate an elective class in any of these areas?

3) Submit a short essay describing yourself and any particular qualifications, skills or experience you possess that would be an asset for this type of positions. Have you done any academic tutoring? Have you worked with teenagers (camp counseling, etc.)? Please be specific.

4) Provide three references. Include addresses and phone numbers.