



# Language Peer Advisor

## *Academic Affairs*

---

*Spring 2023*

**Duties/Responsibilities:**

**Qualifications:** Must have taken instruction through the second year of college-level language courses or must have near-native fluency with at least six years of schooling in the target language. Current position open for a speaker of Arabic and for a speaker of Japanese.

**Start date:** September 11, 2023

**End date:** May 10, 2024

**Work Schedule:** You choose your advising hours, 3 times per week. There may be weeks when an extra hour or two may be necessary. To be discussed with Professor Forero.

**Hours Per Week:** 2 to 3 regular hours, depending on the position. From time to time, another 2 to 4 hours for special programming

**Starting pay rate:** \$16.78 per hour

**To apply, please submit student employment application to [lforero@oxy.edu](mailto:lforero@oxy.edu)**

Peer Language Tutors serve as an important co-curricular learning resource for Oxy students who seek to improve their conversational, reading, and writing skills in a foreign language. Language Tutors consult one-on-one with Oxy language students during scheduled and drop-in hours. In addition, they work closely with language faculty and other Occidental students and staff to promote language study and to program special events, such as film screenings, discussions, and lectures. Faculty recommendation required. Responsibilities include:

- Offer one-on-one language tutoring consultations
- Assist languages departments with special events and cultural programming
- Develop media in support of language programs, including cultural videos, instructional tutorials and screencasts
- Identify and create language resources and materials
- Conduct outreach to students, clubs and organizations
- Participate in peer-learning program activities (weekly meetings and trainings)
- Maintain contact with professors teaching the target language. Ask them for their syllabus.