

OXY

Occidental
College

German Language Adviser

Center for Digital Liberal Arts

Spring 2020

Duties/Responsibilities:

- Offer one-on-one language tutoring consultations
- Assist languages departments and International Programs Office with special events and cultural programming
- Develop media in support of languages 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 (biweekly meetings and trainings)
- Qualifications
- Advanced spoken and written knowledge of the target language

Qualifications/Preferences:

- Experience teaching or tutoring others desirable
- Ability to communicate well in person and via scholarly and social media
- Desire to teach, tutor, or mentor other students and faculty (existing teaching experience is a huge plus). Approachable, sociable, and patient, esp. with different kinds of learners.
- Curiosity to learn skills and subjects outside of one's comfort zone; ability to have one's ideas and expertise challenged; self-motivated and self-directed learner
- Punctuality, dependability, and ability to follow through with tasks
- Strong communication skills
- Ability to maintain and exist in a space that honors differences in gender, race, ethnicity, sexuality, class, religion, language access, mental, and physical ability

Start/End Date: ASAP/ May 2020

Work Schedule: Peer tutoring hours are held during 5-10 PM weekdays, with additional daytime work scheduled in conjunction with language-related special events and cultural programming.

Pay Rate: \$14.25/hr

To apply, please submit student employment [application](#) to: Yovanna Cifuentes-Goodbody at mcifuentes@oxy.edu