

Position Title: Writing Fellow**Department: English****Supervisor: Rebecca Finlayson**

Job Description: RSAP Writing Fellows will commit each semester (4 total) to attending a 151 (or other F2/writing) class, reading the texts, advising and tutoring students, meeting with faculty, and serving as Writing Center tutors. Fellows will also receive training in ENG465 (and will receive one credit for that course). As an English department program, English faculty—in particular the director of the Writing Center—will appoint and supervise all fellows according to departmental standards with high emphasis placed on applicants' writing abilities.

Position Requirements:

- Fellows must be rising Juniors, preferably not necessarily English majors, and must have demonstrated superior writing skills in their English courses as well as in other writing-intensive classes. They must submit a writing sample with their letter of interest and have a GPA of 3.5.
- The director of the Writing Center will interview, assess, and appoint fellows from the pool of qualified applicants.
- Fellows must commit to 4 semesters of the program and will be evaluated at the end of the term.

Position Duties:

- Fellows must attend most of the scheduled class sessions throughout the semester
- Fellows must meet weekly with their faculty mentor
- While attending class, fellows must serve as a role model for the other students by modeling effective learning behavior (taking notes, contributing occasionally to class discussion, marking their reading). Fellows must also do the reading for the course in order to better assist students with their papers
- Fellows must participate (or must have previously participated) in ENGL 465
- At the end of the semester, fellows must submit a 1000-word written evaluation of their experience.
- At least once during the semester, the fellow must work individually with each student in the class to revise one draft. These 30-minute tutoring sessions should be spread throughout the semester and may be scheduled in conjunction with paper due dates. The fellow and professor should decide on the specific nature of the conference and what students must do to prepare (i.e. submit draft previous day, complete "conference prep" worksheet).
- Additionally, fellows should be available for additional hours spread throughout the semester for ad hoc tutoring sessions (i.e. to discuss an upcoming paper, to discuss a graded paper, to discuss the reading).
- Fellows periodically must assist the professor in classroom writing exercises. The particular exercises should be determined by the professor and fellow.
 - Writing workshops
 - Draft revisions (151 requirement)
 - Skills discussions (i.e. sentence revision)
 - Group writing work
 - Grammar and style reviews
 - Research exercises in the library (151 requirement).
- Fellows will tutor students in the Writing Center from across the curriculum