



Official Application for the Research and Writing Center Tutor Position

DUE by MONDAY, JUNE 10, 2024

Applicants will receive an update to their application status by Friday, June 14, 2024

Name: _____

Study Program (BA, BEd, MA, MEd) / Current semester: _____

How long could you possibly work at the RWC? (until month/year)¹: _____

(For MA students only) Have you done your "Practice and Application" module yet? _____

Your email address: _____

Part I: Please answer the following questions on a separate sheet of paper:

1. Why do you want to be a tutor at the Research and Writing Center?
2. In your opinion, what is the role of a Research and Writing Center tutor?
3. What would your strengths as a Research and Writing Center tutor be?
4. Have you ever been to this Research and Writing Center? Why or why not?

Part II: Submit this sheet (filled out) and your answers to the questions in Part I along with the following:

1. a sample of your own academic writing in English (something you wrote for university)
2. a print-out of your transcript from ALMA (or a list of your grades in the English Department if the transcript is unavailable)

Part III: Submit your application materials and prepare yourself for a possible interview:

- Submit all of the materials from Part I and Part II via email to Shawn Raisig: shawn.raisig@uni-tuebingen.de
- Read through the website for the RWC carefully and familiarize yourself with the work we do (and things we do not offer).
- Make an appointment with the RWC. Go through the steps of using WOnline and being in the role of the tutee. Pay close attention to what your tutor does/does not do during your appointment.

¹ Due to the complex nature of working at the RWC and the sharp learning curve involved with the initial training period, candidates who can stay on for two or more semesters are preferred. Credit is awarded for the first semester in the RWC; tutors receive a paid Hiwi contract (20 hours/month) for all subsequent semesters of work.