

TITLE: Forestry Peer-Assisted Study Session (PASS) Leader

POSITIONS: 2

DEPARTMENT: Faculty of Forestry, Student Services and Faculty of Land and Food Systems, Student Services

DURATION: Up to 10 hrs/week, September 2023-April 2024

This position may also be filled by a suitable candidate for only the September-December academic term

SALARY: Project Assistant Union or Non-Union (\$18.40/hr)

This position and salary are dependent on UBC Work Learn funding

Position Summary

Peer-Assisted Study Sessions (PASS) are high quality, informal drop-in and collaborative study sessions connected to a specific course. The sessions are hosted on a drop-in basis, and are designed to improve the learning for students enrolled in historically difficult first-year courses. For the 2022/23 academic year, the courses that the PASS program will be supporting are ECON 101, MATH 190, MATH 180, BIOL 121, BIOL 112, MATH 101, and APBI 200.

Peer-Assisted Study Session (PASS) leaders work collaboratively with the Student Engagement Officers from the Faculty of Land and Food Systems and the Faculty of Forestry to provide academic support to first-year students. This particular PASS program is delivered via a collaboration between the Faculty of Forestry and Land and Food Systems.

PASS leaders work collaboratively to design and facilitate PASS sessions that engage learners in collaborative learning activities that emphasize effective study techniques for specific courses. PASS leaders will lead two sessions per week, facilitating learning activities that emphasize study skills and learning strategies.

Description of Duties

- 4 PASS Leaders will lead sessions for one of the following courses per term:
 - MATH 190 or MATH 180 or BIOL 121 or ECON 101 in Term 1;
 - MATH 101 or APBI 200 or BIOL 112 or BIOL 121 in Term 2.
- PASS leaders will deliver approximately 22 sessions per term (two per week over 11 weeks).

PASS leaders are responsible for both the session design (1) and session delivery (2).

1. Session Design:

- Design a learning plan for two 1-hour Peer-Assisted Study Sessions per week for ECON 101, MATH 190, MATH 180, BIOL 121, BIOL 112, MATH 101, or APBI 200
- Attend the class for which they are designing sessions (up to 3hrs/week)

2. Session Delivery:

- Facilitate two 1-hour Peer-Assisted Study Sessions per week for ECON 101, MATH 190, MATH 180, BIOL 121, BIOL 112, MATH 101, or APBI 200
- Facilitate exam-preparation PASS sessions prior to midterms and final exams
- Keep track of weekly student attendance

Other responsibilities:

- Make periodic announcements in class about PASS sessions to students (required at start of term, as needed at other times)
- Attend regularly scheduled meetings (1-2/month) with PASS Leaders and the Student Engagement Officers

- Role-model behavior conducive to academic success and the creation of a respectful environment when carrying out responsibilities of the PASS leader role
- Complete required administrative tasks (submitting session attendance, weekly reflection and session plans online)

Supervision Received

PASS leaders will report to and receive direction from the Student Engagement Officer, Faculty of Forestry and Faculty of Land and Food Systems. Supervision from the Student Engagement Officer will include team meetings with all PASS leaders to develop session plans, clarify questions, discuss challenges and identify areas for improvement.

Qualifications:

The successful candidate will be/have:

- A UBC undergraduate student in good academic standing
- For this vacancy, the candidate will need to have completed and demonstrated strong academic success (minimum 75%) in the following courses:
 - MATH 190 or MATH 180 or BIOL 121 or ECON 101, and
 - MATH 101 or APBI 200 or BIOL 112 or BIOL 121
- Ability to work independently and as a collaborative team member
- Keen interest in developing facilitation and leadership skills
- Ability to adapt and prioritize work to meet deadlines
- Demonstrated effective interpersonal, oral and written communication skills
- Passion for enhancing and supporting the Forestry and Land & Food Systems student experience

Training Dates:

There will be two major training dates for this role; one is typically held in late August/early September synchronously via Zoom, and the second is an on-person training held the first week of classes. More details will be shared about these well in advance.

Applications (resume and cover letter) for this position will be accepted until **Friday, April 14th, 2023**. Please include in your cover letter which of the above listed courses you have completed.

To apply, please email your cover letter and resume to Lydia Braam at lydia.braam@ubc.ca.