Job Posting: Student Writing Consultant (graduate student candidates)

REQUIRED: Must be an enrolled student in a graduate or professional University of Minnesota program for duration of employment. Experience teaching with writing at a secondary or college level, whether in the classroom or in a writing center. Interest in writing practice and pedagogy. Excellent communication and collaboration skills.

PREFERRED: Due to limited funding, we give preference to applicants who have attained advanced status in their MA or PhD program. We especially welcome applications from candidates who meet one or more of the following qualifications:

- have experience in a writing center (as writing consultant, as client, or both) or collaborating with writers in other settings
- are multilingual
- have experience with writing and teaching with writing across the disciplines—especially in science, technology, engineering, and math fields
- have experience as language learners
- have experience teaching or consulting with language learners
- are committed to or interested in working in an inclusive and diverse community
- are committed to or interested in supporting student learning

We especially welcome candidates from underrepresented and/or marginalized communities and/or identities.

Duties/Responsibilities
Position starts Fall 2022; ideal candidates will be able to work for the full academic year or multiple years. Positions are typically 25% TAships, paid the standard CLA rate ($24.24/hr in 2021–22) plus tuition and fringe benefits.

Consult with undergraduate and graduate student writers from across the university on their writing projects in process to help them develop confidence and effective writing strategies. Participate in training, mentoring, and other professional development activities, including a six-week professional development seminar for new graduate writing consultants focused on some of the questions and challenges of writing center work, with particular attention to race, racism, privilege, and power. Help to maintain accurate student records. Assist with publicity and other work as needed.

Program/Unit Description
Student Writing Support (SWS) helps student writers develop confidence and effective writing strategies through collaborative one-to-one writing consultations. Working with graduate and undergraduate writers at any stage of the writing process, SWS consultants listen to writers, read and respond to their written work, pose questions that help them clarify and articulate their ideas, and affirm the experiences and abilities they bring to their writing. SWS values all writers and their life experiences, worldviews, and languages, and seeks to provide a supportive space for all writers to share and develop their voices.

How to Apply
In the University’s employment system, please upload (1) a detailed 1–2-page letter describing your qualifications and interest in working in Student Writing Support, and (2) a resume/CV that includes contact information for two professional or academic references. Please do not upload any additional materials.

Applications are due by 11:59 pm Central Time on Monday, February 7, 2022. Interviews will begin shortly after that date.