

# Summer Liberal Arts Institute (SLAI)

## Humanities Teaching Assistant PD

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**Position Title:** Teaching Assistant (TA) for the Carleton SLAI Humanities Program

### Who Should Apply?

This position is open to current Carleton students in good standing with the College, including current seniors set to graduate in June 2024. The Humanities Program is a three-week residential summer institute that gives rising juniors and seniors (and a small number of rising sophomores) in high school a chance to experience college level work in humanities fields. The program offers guided research groups, and each TA will assist one guided research group for the duration of SLAI. TAs will assist faculty with class activities, field trips, and in the student research process, working closely with participants as they learn to frame research questions, identify appropriate sources, and discuss project ideas. They will provide supportive feedback as participants develop final projects individually or collaboratively.

### Position Schedule and Benefits:

- This position will run from July 1st - 27th as an hourly student work position. Programs begin on July 6<sup>th</sup> and any work the week prior will be decided by your faculty Director.
- The hourly pay rate will be \$12.75/hour.
- Due to the busy schedule of this position and the many different on-campus activities, Carleton room and board will be covered during your employment.
- The maximum weekly hours for this position will be 40, with the average hours will sit between 36 and 40 (this includes time on field trips and class preparation as well as direct contact hours).
- This is an in-person position, and most hours will fall between 8am - 5pm CST. Some evening and weekend work may be required, and the weekly time commitment will depend on the program faculty director.

### Responsible to:

- One of the following: William North (Program Director, History), Zaki Haidar (Arabic Culture and History), Jacqueline Lombard (Art History), Victoria Morse (Cartography)
- Allie Lyman, Assistant Director, Summer Liberal Arts Institute

### Qualifications and Requirements:

This position is open to current Carleton students in good standing. Both academic and conduct checks will be done to verify good standing.

- Applicants must have an interest in working with high school students, and possess the ability to help and mentor the students.
- Applicants should model appropriate behavior and time management skills.
- Applicants should have the ability both to work collaboratively with and to take direction from program faculty.

### Desired Qualifications:

- A passion for Carleton's educational rigor and student life; interest in sharing personal experiences with pre-college students to support their academic and personal growth.
- Strong interest in or prior experience in leadership or mentor positions with Middle or High School students.
- Academic experience with at least one of the research topics being covered within the Program.
- Past experience at Camps, Pre-college programs, peer leader, peer academic support (e.g., language TA, Writing Assistant) or similar leadership roles at Carleton.

### Responsibilities:

This position primarily supports the academic success of high school students participating in pre-college programs by directly assisting a SLAI faculty instructor and a cohort of participants within a specific program.

Job responsibilities may include, but are not limited to:

- Reading all the assigned course materials
- Serving as a source of academic information for program participants
- Checking daily attendance
- Maintaining office hours for program participant support
- Contributing to the formulation of lesson plans
- Running small and large group discussions
- Helping students navigate Carleton's learning resources
- Supporting students on independent or collaborative research and writing projects.
- Helping students with in-lab projects and assignments

### All of our 2024 Pre-College Programs:

- **Building Connections in STEM:** Genetics, Physics, & Geology
- **Computer Science:** Seeking Computational Solutions
- **Fundamentals of Neuroscience:** Brain Anatomy & Chemistry
- **Humanities:** Modes of Knowing, Sites of Encounter
- **Reimaging Society:** Capitalism, Socialism, & the Environment
- **Storytelling through Different Lenses:** Cognitive Psychology, Creative Writing, Music & More

### Questions?

Thank you for considering the Teaching Assistant position. We are looking for fun, driven, and excited summer staff who are reliable and committed to ensuring a positive experience for program participants. If you are interested in the position, please apply on our website and pay close attention to the application dates.

**Priority review given to candidates who complete the application form by February 26, 2024. The application is available at [www.carleton.edu/summer/employment/](http://www.carleton.edu/summer/employment/). In addition to completing this form, applicants should send an official or unofficial transcript to the Summer Liberal Arts Institute Office. Transcripts will be reviewed by the program specific faculty director.**

Any questions about this position should be directed to: Allie Lyman, ex: 4038, [alyman@carleton.edu](mailto:alyman@carleton.edu)

For more information about the Summer Liberal Arts Institute visit our website at [carleton.edu/summer](http://carleton.edu/summer)