Thank you for your interest in becoming a Learning Center Tutor or Peer Mentor. The Learning Center at Clackamas Community College offers a welcoming environment for students to get the academic support they need. The Oregon City tutoring center is located in the Dye Building on the Oregon City campus and offers a variety of computer labs, tutoring, and academic services. It is an open and accessible space, and inspires people to engage in lifetime learning. There is also a Harmony Tutoring Lab located on the third floor of Harmony West.

**Application Requirements:**
- **Application Part A and Part B.** Must be neatly printed or typed.
- **Resume.** Must be typed.
- **CCC transcript.** You can provide an unofficial transcript or a printout from myClackamas. No letters of recommendation are required, but we will contact instructors listed on application as part of the application screening process. Materials sent via email in Word or PDF preferred but not required. **Incomplete applications will not be considered.**

**Submit:** Application Part A, Application Part B, typed Resume, and unofficial CCC transcript to

- **Email (preferable)**
  - josh.aman@clackamas.edu
- **Hand Deliver**
  - Josh Aman, Tutoring Lab Coordinator, Dye 127
- **Mail**
  - C.C.C. c/o Josh Aman
  - 19600 Molalla Ave
  - Oregon City, OR 97045

**Selection Process and Due Dates:**
- Your completed application will be accepted through end of day **March 20.** Applications will be reviewed and, if selected, you will receive an e-mail to schedule an individual interview. All individual interviews will take place prior to April 10.
- If you are applying for a Peer Mentor position, you will be asked to attend the additional Group Interview. Invitees will be notified by April 13. The Group Interview will take place on **April 24** at 10:00am – 12:00pm OR 1:00pm – 3:00pm.
- Applicants who have successfully completed the interviewing process will take the mandatory Pre-Employment Training Course. Invitees will be notified before 4pm April 27. **Pre-Employment Training Course dates:**
  - 10:00am – 12:00pm on **May 1, May 8, May 15, May 22,** and **May 29.**
- Applicants who successfully complete the Pre-Employment Training Course with an A (or in special circumstances a B) will be asked to be part of the Learning Center Tutoring Staff.

**Minimum Qualifications:**
- Tutors must be enrolled in at least 6 CCC credits/term.
- Peer Mentors must be enrolled in at least 12 CCC credits/term.
- Strongly preferred 3.25 cumulative GPA.
- Successful demonstration of course competency through the following: An A or B in the course for which he or she is tutoring and a recommendation from faculty teaching the course or from the department chair. **Minimum Requirement for the following:**
  - **Writing Peer Mentors:** Completed WR 121 or equivalent with an A.
  - **Math Tutors/Peer Mentors:** Completed MTH 111 or equivalent with at least a B (preferably an A).
  - **Technology Tutors:** Completed CS 120 or BA 131 or equivalent with at least a B (preferably an A).
Questions: Contact Josh Aman, josh.aman@clackamas.edu, 503-594-3070

Learning Center Tutor/Peer Mentor
Application Part A

Applicant Information:
Name: ___________________________ CCC ID #: ___________________________
Home Phone: ___________________________ Cell Phone (if different): _________________
CCC Email: ___________________________
Cumulative GPA: ________ Major: ___________________________
Expected Graduation Term: ________________

Indicate: In which of the following subjects would you like to tutor?

☐ Writing  ☐ Technology  ☐ Accounting
☐ Math  ☐ Science  ☐ Other: ___________________________

References: Please list ALL relevant college level classes you have taken (or are currently taking) for the position for which you are applying (i.e. if you are applying to tutor in technology, list all computer/business/accounting courses; for writing, list all writing or literature courses; for math, list all math courses). If you are currently taking a class this term, list N/A under grade.

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Signature: I hereby submit my application and agree that all information is true to the best of my knowledge.

Signature: ___________________________ Date: ___________________________
(typed name qualifies as signature)
When answering the following questions, please revise and edit your paragraphs to the best of your ability.

1. Why are you interested in becoming a tutor?

2. What skills and/or qualities do you bring to this program?

3. What do you imagine will be the most challenging aspect of this position?