

Writing Consultant Application—Spring 2010

The UCD Writing Center is currently accepting applications from students and instructors for the position of Professional Writing Consultant. This is a paid position, starting at \$13 per hour for graduate students and instructors or \$10 per hour for undergraduates. Training is provided upon hire.

The well-qualified candidate will have

- Completed English 2030 or the equivalent
- Experience writing in academic disciplines across the curriculum
- Fluency in discussing and teaching writing
- Experience working with English language learners
- An interest in learning about writing theory and practice

To apply, please submit the following documents in a single packet to NC 4014, Attn: Justin Bain, Director:

- A completed copy of this form
- A cover letter detailing your interest in the position and your qualifications
- A resume or CV
- A 5-20 page typed writing sample (an academic paper from any course is acceptable)
- A copy of your most recent transcript (an unofficial copy is acceptable)
- 1-2 letters of recommendation from faculty/instructors

It is *strongly recommended* that applicants attend or observe a Writing Center session.

Job Information

Name: _____ Phone: _____

Email: _____

How many hours per week are you interested in working (please circle)? 10 10-15 15-20 20-25

Would you be interested in working online from 6-10 PM (please circle)? Yes No

On the grid below, please indicate days/times during the **Spring 2010** semester when you are **NOT** available to work by placing an X through the box. Please note that, if hired, this grid will be used to determine your work schedule.

	Monday	Tuesday	Wednesday	Thursday	Friday
10:00-10:50					
11:00-11:50					
12:00-12:50					
1:00-1:50					
2:00-2:50					
3:00-3:50					
4:00-4:50					
5:00-5:50					

Applications are due by December 7, 2009