

approved

STUDENT LABOR POSITION DESCRIPTION

Psychology

Most Recently Updated 04/28/99

Position Title: Student Teaching Assistant, Statistics
Must work 10 hrs/wk.

I. Grade Level: 2-4

II. Description:

A. The following are the essential duties for a Teaching Assistant for Statistics in the Psychology Department:

1. Help students do statistics exercises both on paper and on computer.
2. Help to set up laboratory, including setting up computer programs before class.
3. Tutor students.
4. Perform other job-related duties as assigned.

B. The following are *possible additional* duties for this position:

1. See that the workplace and environs are clean.

III. Learning Opportunities:

- A.** If Grade 2, develop the attributes appropriate to Grade 2 positions: learn to take personal responsibility; apply knowledge to a situation; self-identify skills, talents, interests and limitations; learn and develop confidence in skills or program knowledge; and appreciate work as a process as well as a product.
- B.** If Grade 3, develop the attributes appropriate to Grade 3 positions: an understanding of the importance of initiative; awareness of job-related needs; ability to identify problems; analytical ability; problem-solving ability; and an understanding of the role of standards and leaders.
- C.** If Grade 4, develop the attributes appropriate to Grade 4 positions: an understanding of relations between individuals, institutions, and processes; comprehension of job-related values, realities, and goals; a commitment to service; and the ability to articulate and interpret observations, experiences, and understanding.
- D.** Be mentored into learning how to teach.
- E.** Develop empathy with learners and knowledge of how to help them.
- F.** Refine confidentiality skills.
- G.** Learn more about statistics helping to teach them.
- H.** Develop knowledge of computer programs which teach statistics.

IV. Basic Qualifications:

- A.** General: Be interested in the process of teaching.
- B.** Skill: Strong speaking, writing and analytical skills; good interpersonal skills.
- C.** Physical: Visual ability needed to use computer programs.
- D.** Academic: Have taken Statistics course; good academic standing.

V. Desirable Qualifications:

- A. Psychology major.
- B. Computer skills.

VI. Narrative Summary:

Student tutored the members in the class and helped them do their homework, both on paper and on computer. In addition, student helped set up the lab and performed other tasks as assigned.