



## SUPPLEMENTAL INSTRUCTION (SI) LEADER JOB POSTING



Do you have strong problem solving skills? Comfortable sharing your knowledge with groups? Want meaningful work on campus helping students achieve their goals? The Academic Learning Centre (ALC) is building a team of Supplemental Instruction (SI) Leaders for Fall 2025 and Winter 2026!

The Academic Learning Centre (ALC) provides supports that are available to all UM students as they develop academic strengths and skills in writing, researching, and learning. The ALC's Supplemental Instruction (SI) program involves regularly scheduled peer-facilitated study sessions for specific courses that provide students with opportunities to compare notes, discuss course materials, and prepare for exams. SI leaders are required for the following courses: CHEM 1100, CHEM 1110, COMP 1012, ENG 1460, and MATH 1240.

### Job Description

- Attend the designated course on a regular basis, take notes, and read assigned materials
- Organize and plan regularly scheduled SI sessions that include group activities, study skills development, and active review of course content
- Facilitate up to three 60-minute regularly scheduled group study sessions per week
- Ascertain course requirements and maintain contact throughout the term with the course professor
- Make regular announcements about the availability of SI to students and develop creative ways of marketing the SI program
- Collect attendance data for every SI session and submit attendance and planning forms every week
- Prepare instructional material such as handouts, worksheets, problem sets, and present to students in a variety of settings
- Maintain regularly scheduled (posted) times to consult with students and provide a reasonable amount of informally scheduled consultation if necessary
- Other related duties as may be assigned, e.g. development or adaptation of audio visual material, preparation of resources and instructional materials, etc.
- Occasional substitution for other members of the teaching or teaching support staff including the necessary related tasks
- Assist and encourage students to use available resources and to develop effective study techniques

### Job Requirements / Qualifications

- Must be a UM student in good academic standing, continuing studies in Fall 2025.
- Minimum GPA of 3.0 AND a final grade of B+ or above in eligible SI courses you want to instruct; note that past academic performance may be a significant factor in selection decisions.
- Strong interpersonal and communication skills (patience, ability to work collaboratively, good listening skills)
- Strong organizational and planning skills
- Demonstrated ability to work with students of diverse educational, age, racial, ethnic, and cultural backgrounds
- Familiarity with the Academic Learning Centre and University of Manitoba student supports/resources
- Previous experience tutoring, teaching, coaching, or in other leadership roles
- Experience, knowledge and/or understanding of Indigenous cultures and histories considered an asset; Indigenous students are strongly encouraged to apply.
- Both undergraduate and graduate students are encouraged to apply
- Work schedule: 0-25 hours weekly (170.00 total expected hours)

### Competencies / Outcomes

- **Communication:** verbal communication, presenting and facilitating
- **Leadership Practices:** cultivating safety, trust, and collaboration; coaching, mentoring, and advising
- **Social Responsibility:** inclusion and access
- **Cognitive Skills:** critical thinking, problem solving, decision making
- **Self-Leadership:** initiative, adaptability, time management and prioritization

[Learn more about UM Competencies >](#)

### Does this sound like you? Interested in applying?

View the [full position description](#) online and submit a cover letter, résumé, and a copy of your latest student transcript in one PDF document in [UMCareers](#) (req no 37437).

Be sure to make it clear in your cover letter which course(s) you are eligible to facilitate and interested in applying for.

### CONTACT INFORMATION

Academic Learning Centre  
[academic\\_learning@umanitoba.ca](mailto:academic_learning@umanitoba.ca)

<https://umanitoba.ca/students/academiclearning>

**\$21.29\***  
starting hourly  
salary

**12**  
positions  
available

\*undergraduate employee rate  
before Sept 1 pay increase