

**Application for the Position of Writing Center Staff Associate
Brown University, 2010-2011**

Writing Center shifts are two or three hours long. Hours are 3 p.m. – 9 p.m., Sundays through Thursdays. Generally, regular-shift staff members take one shift per week; on-call staff members serve as substitutes, take extra shifts when they are added on later in the semester, or work with individuals on an ongoing, special-appointment basis. Senior staff members receive preference in selecting their shifts. Newcomers joining the staff may initially be assigned to regular or on-call positions, depending upon availability. Before taking a shift, new staff members undergo a few hours (2 - 4) of unpaid training. Staff members may be required to attend one or two staff meetings each year. A detailed job description is available at the Writing Center (x3-3524).

Please return this application, along with your résumé and a writing sample, to Doug Brown, Writing Center, Box 1956, or via email to Douglas.Brown.1@brown.edu as soon as possible. If you meet the necessary qualifications, you will be contacted for an interview as soon as your application is processed.

Name:

Department:

Box:

Year of Study:

Student ID: SIS

Social Security Number:

E-mail address:

Phone (office or cell):

Phone (home):

Have you filled out I-9 employment forms at Brown's payroll office? (yes/no)

**** This is a requirement for employment at Brown**

Undergraduate School, Major and Year of Graduation:

Graduate Degree(s), School, Field, and Year of Graduation:

Please describe your experience with teaching or tutoring writing. Be sure to indicate the level of students, the kinds of writing taught, and the length of your teaching/tutoring appointment. If you have ever worked in a Writing Center, please be sure to include that information.

Have you taken a composition theory course, such as EL 195 or 295, or an equivalent? If so, please give the name of the course and the year.

Do you have any other formal or informal training in the theory and teaching of writing? If so, please describe.

Do you have any training or experience with specialized kinds of writing or writing instruction, such as English as a Foreign Language, working with dyslexic students, writing for the Web, composing hypertext, or scientific writing? If so, please describe.

Have you had any experience teaching (other than writing) or courses in pedagogy? If so please, describe.