# **Academic Writing Tutor Needed!**

**About this Role**

The Academic Writing Tutor works one-on-one with Rollins School of Public Health students on every aspect of the writing process, including:

* Grammar/punctuation/spelling
* Organization/structure/outlining
* Developing a logical/persuasive argument
* Making transitions between sentences/paragraphs
* Identifying salient points/summarizing
* Paraphrasing
* Using correct citations/avoiding plagiarism
* Formatting
* Using formal/scientific terminology
* Knowing how to write in specific formats in terms of audience, style and purpose

In addition, the Tutor may provide input to faculty and staff about writing needs and assist with development of writing workshops and resources.

The Academic Writing Tutor works with RSPH students in a pleasant, constructive and encouraging manner. The Tutor should be dependable and punctual and notify the appropriate staff personnel in a timely manner when conflicts or problems occur.

**Desired Skills and Qualifications**

* Doctoral students will be given preference
* Demonstrated advanced academic writing and editing skills
* Strong communication and interpersonal skills
* A positive attitude towards students, faculty and staff
* Able to work independently and take initiative
* Committed to reflection and growth in professional practice

**Responsibilities**

Academic Writing Tutors provide writing assistance throughout the academic year for a broad range of class assignments (e.g., research papers, policy memos), as well as theses.

**To apply**

Please send your resume to rspharc@emory.edu.