Writing Center Application Form

DEADLINE: MONDAY, MAR. 11, 2019

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student I.D. #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Year Sophomore Junior Senior

Minor/Concentration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I anticipate being available to work (please circle) Fall Spring

I am eligible for work-study. Yes No

I am already employed by the college: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list two professors who could serve as references for you: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of hours you expect to work weekly? \_\_\_\_\_\_\_\_

NOTE: The Writing Center gives first priority to those students who work ONLY for the Writing Center. If you intend to “split” your hours between two departments, please know that you can work NO MORE THAN THREE hours per week at your other job. Can you meet this requirement? \_\_\_\_\_\_\_\_\_\_\_Y \_\_\_\_\_\_\_\_\_\_\_\_\_N

Please respond to the questions below. Feel free to attach an additional sheet.

1. Describe any tutoring, teaching, or related experiences.
2. Describe your experiences with editing, publishing, and/ or web design.
3. Please take a few moments to reflect upon your own strengths and challenges as a writer. What do you do well? What do you need to work on?
4. In the Writing Center, we often participate in outreach projects, offering workshops to special populations at Gustavus (such as international students or new freshmen). Please list any special skills or experiences you could bring to the Writing Center in this regard.

1. In the fall and in the spring, we’ll have weekly staff meetings on Tuesday nights (5-6p.m.) Will you be able to make these commitments? \_\_\_\_Y \_\_\_\_N
2. Our pre-semester workshop will take place on **Sunday 9/1 and Monday 9/2.** Will you be able to attend BOTH these mandatory training sessions? If not, list possible conflicts below.

**PLEASE ATTACH A 4-5 PAGE WRITING SAMPLE, PREFERABLY SOMETHING THAT SHOWS OFF YOUR ACADEMIC WRITING SKILLS.** An excerpt is fine! If your sample is very technical (i.e. scientific writing), please also attach a brief example of a paper written for a more general audience.

***Thank you for applying! You can send in your application and writing sample as attachments to the Writing Center via e-mail at evrooman@gustavus.edu. You can also leave a paper copy with Jenny Tollefson in Confer 231.***

***Please do so by Monday, March 11. We will then contact you if we’d like to schedule an interview.***