

## **Student ACFN Math Assistant Position**

A student ACFN mathematics assistant is needed for the fall 2007 semester. Student must be federal work-study qualified and familiar with MyMathLab software. The student will work closely with the developmental mathematics coordinator and assist in responsibilities related to ACFN mathematics. Minimal requirements include successful completion of ACFN 065, pre-algebra (B or higher). The student must be responsible, dependable, and be able to communicate effectively with other students.

Job responsibilities include, are not limited to: assisting students with MyMathLab, assisting students with math questions, and assisting the developmental coordinator with office tasks. The student will be expected to work 8 – 12 hours per week.

Collaboration with the tutoring program is expected, mostly by referring students to the tutoring program and explaining how to access a peer tutor. A possibility of tutoring outside classroom time for additional pay may exist.

This is a wonderful opportunity to gain work experience and strengthen your resume before graduating. If you enjoy helping fellow classmates strengthen their confidence and study skills with mathematics, this is the opportunity for you. Interested students are encouraged to apply *today*.

Please contact Amber Polk via phone or email at 304-260-4380, ext. 2346/  
[apolk@blueridgectc.edu](mailto:apolk@blueridgectc.edu)

Details and responsibilities include, but are not limited to:

- Assist with MyMathLab questions
- Answer student questions pertaining to “entering answers in MyMathLab”
- Assist students with using the Study Plan in MyMathLab
- Possibly provide individual guidance to students referred through the Early Alert Program
- Possibly provide tutoring assistance
- Collaborate with the tutoring program
- Work closely with Developmental Mathematics Coordinator
- Respond to email questions pertaining to MyMathLab