

## Peer Learning Assistants

### What's a PLA?

Peer Learning Assistant (PLA) volunteers work with the Program Coordinator to prepare and deliver workshops to undergraduate students with the aim of enhancing students' academic success and helping them learn how to learn at the university level. You'll be amazed at how much you can contribute to students' academic success as a part of the program!

Typically, workshops focus on broad themes such as time management, reading and remembering, problem solving, and exam preparation strategies. There is also some opportunity to offer workshops aimed at developing writing skills and to deliver exam preparation sessions for specific courses. PLAs also participate in outreach campaigns throughout the year, such as study schedule drop-ins, social media contests, and exam care package giveaways. PLAs also have the opportunity to develop and run their own programs under the guidance of professional staff.

The PLA program is particularly suitable for those interested in careers requiring interpersonal, organizational, communication and speaking skills, and for those who plan to embark on careers related to education.

The PLA program coordinated by Learning Strategies, a division of Student Academic Success Services. PLAs are based in Room 143 in Stauffer Library.

### What do PLAs do?

PLAs spend approximately 4-8 hours per month on the following tasks:

- Receive training in learning strategies and writing coaching, presentation and public speaking skills, and working one-on-one with students.
- Prepare and lead learning strategies presentations and workshops for first-year Queen's students. Workshops run in Stauffer 121, in residence and in collaboration with departments and faculties (e.g. QUIC, School of English, and Commerce).
- Staff weekly schedule/exam study schedule drop-ins in Stauffer Library and residences approximately 4-5 times a year.
- Volunteer at major SASS-led writing and learning strategies programs when needed.
- Participate in other outreach campaigns throughout the year, such as the Study Schedule Drop-in or Candy-Cane Giveaway, Social Media contests, and Exam Care Package Giveaways
- Write occasional blogs, social media posts and related content.

You **must** be available to participate in training sessions on **9 and 16 September, 2018**.

### What do I need and how do I apply?

- Comfort with or interest in developing public speaking skills.

- Good communication and interpersonal skills.
- Experience or an interest in learning and teaching. This might be demonstrated by work with children or undergraduate students in tutoring, summer camps, or any other related leadership roles.
- We are especially receptive to applications from Engineering, Commerce and Computer Science students.
- Queen's student who will be in 2<sup>nd</sup> year or above in September 2017.

**To apply:**

- Submit the following to Ian Garner, [ian.garner@queensu.ca](mailto:ian.garner@queensu.ca):
- A cover letter that addresses the following questions:
  - Why are you interested in becoming a PLA?
  - What knowledge of or experience in presenting, teaching, or working with students will you bring to the position?
  - How have your own study skills developed during your time at Queen's? What advice would you give to others?
  - What other extracurricular activities will you be involved in next year?
- A brief resume.

For more information, please visit: <http://sass.queensu.ca/about/peers> or email the coordinator, Ian Garner, [ian.garner@queensu.ca](mailto:ian.garner@queensu.ca)