



Peer Tutor Term Contract

ABOUT ST. MARY'S UNIVERSITY:

Our Vision: To be the preeminent Catholic University in Canada, known as a centre of academic excellence providing a vibrant and engaged student experience that prepares authentic leaders committed to the service of others.

Our Mission: Open to all and grounded in the [Catholic Intellectual Tradition](#), St. Mary's University educates the whole person to inspire and empower tomorrows engaged, global citizens for the future.

Our Values: As a Catholic community, we value being Welcoming and Serving of all, Academic Excellence and Faith.

As an independent Catholic university in Canada, with a strong emphasis on liberal arts and sciences, St. Mary's University prepares its students to live with integrity, compassion and confidence while embodying a compassionate commitment to ethics, social justice, and respect for diversity of opinion and belief. St. Mary's is focused on developing the whole person: mind, body and spirit. For more information about St. Mary's and our Strategic Plan, visit <https://stmu.ca/> and <https://stmu.ca/about-us/strategic-plan/>

ABOUT THIS OPPORTUNITY:

Peer tutors are students who have excelled academically and have strong communication skills. Successful applicants will have a desire to connect with students and support them through their homework and course content. Peer tutors will work closely with faculty to ensure they are supporting course content. They will also have one-on-one appointments with students to support essay writing, practice problems, and more.

Main responsibilities for this position will include:

- Meet one-on-one with students seeking support with course content, studying for exams, and working on assignments.
- Work with students on a drop-in basis as well as in scheduled appointments.
- Attend information sessions with professors as needed/required to support tutor process.
- Liaise with faculty to ensure that proper course content is promoted.
- Refer students to other campus resources as needed.
- Promote the Peer Tutor program via quick classroom presentations.
- Attend ongoing training and professional development.

TERM DATES: August 26 2025 to April 30 2026

QUALIFICATIONS

- Minimum 1 complete year at St. Mary's University with experience in the courses you hope to tutor.
- Success in the subject(s) you hope to tutor.
- 2 Faculty references
- Ability to work in a team
- Ability to take initiative and communicate effectively with students/staff/faculty.
- Effective problem-solving skills.
- Must be available for training Aug 26 and 27 from 4 – 7 pm
- Urgent need for Math and Sciences tutors

**VALUES & ATTRIBUTES:**

- Alignment with institution values and strategic plan pillars.
- Upholding core competencies associated with the institution's four pillars.
- Ability to promote, or at least respect, the institution's Catholic mission and identity
- Ability to foster equity, diversity, and inclusion, as well as Truth and Reconciliation.

WHAT WE OFFER:

Wage: \$15.38/hr + 4% vacation pay.

As a part of the Student Success Centre team, Peer Tutors are eligible for letters of recommendation, extra hours to support final exams and/or additional operational tasks. Peer tutors will be invited to team building events as well as other student-based leadership groups on campus. Peer tutors will have access to ongoing support for their professional development.

OUR COMMITMENTS:

St. Mary's University is committed to Indigenous Truth and Reconciliation. Our land acknowledgement and Indigenous initiatives information can be found at <https://stmu.ca/campus-life/indigenous-initiatives/>. St. Mary's University is an equal opportunity institution. We hire on the basis of merit and are passionate about building and sustaining an equitable and welcoming campus environment where diversity in all areas is celebrated and valued. If you require support services or accommodations during any stage of the recruitment process, please include this in your application. All requests will be handled with the utmost confidentiality.

APPLICATIONS:

Please email application packages to Human Resources at careers@stmu.ca in one .pdf formatted document with the Subject Line of: **"Peer Tutor" by August 14, 2025.**

We will conduct ongoing interviews for suitable candidates as applications are received.

*We encourage all qualified applicants to apply. Canadian citizens, permanent residents and others currently legally authorized to work in Canada will be given priority. We thank all applicants for their interest. However, only those applicants being interviewed will be contacted. **No phone calls please.***