

Natural Sciences SI Leader Job Description

Training

- Participate in required pre-service training and participate in ongoing training throughout the semester.
- Contribute to weekly meetings by sharing handouts, responding to other SI leaders' experiences, problem-solving, etc.
- Participate in peer observations of other SI leaders and schedule an observation of your class by the SI supervisor.
- Meet with SI supervisor or coordinator once or twice during the semester for processing of observations/evaluations. Use this feedback to implement changes.

Planning, Teaching and Evaluation

- Meet with professor periodically to discuss how your discussion fits in with the lecture class.
- Act as a model student--attend all classes and take notes. Do reading or homework assignments as needed to conduct your discussions.
- Plan your discussions for the semester, setting goals for reinforcing content and introducing study strategies (SI long-term planning sheet may be helpful).
- Plan each discussion using appropriate lesson planning sheets.
- Generate clear, coordinated SI and content objectives for each session and inform students of the objectives.
- Plan meaningful and engaging activities for each session: 1) using effective questioning skills, 2) encouraging critical thinking, 3) promoting a variety of active learning techniques: small groups, writing activities, problem solving activities, presentations, quizzes, etc.
- Provide a balance between modeling, teaching, practice and feedback.
- Administer mid-term evaluations to get feedback on effectiveness of SI.
- Submit lesson plans (and copies of handouts) to supervisor weekly or as directed.
- Work to foster student independence and higher-order thinking skills throughout the semester.

Administrative

- Share survey and evaluation results with SI supervisor and coordinator.
- Collect and report students' attendance at SI sessions and submit totals to SI coordinator at the end of the semester.