The Poorvu Center for Teaching and Learning seeks a Woodbridge Fellow to join the Undergraduate Writing and Tutoring team as an academic support program fellow, specializing in data management and analysis, communications, and STEM resource development for the Academic Strategies Program.

The Poorvu Center for Teaching and Learning promotes inclusive and engaged teaching throughout the University, and supports students across the curriculum as they take ownership of their learning. As part of a world-class research institution, we provide training, consultations, and resources designed to make teaching and learning more public and collaborative, so that every Yale instructor experiences the satisfaction that results from teaching well, and every student develops the critical reflection that marks deep and independent learning.

The Academic Strategies Program offers peer group and 1-1 academic mentoring to help students find satisfaction and success in their work as students. Our programming includes Academic Strategies workshops and individual mentoring open to all Yale College students, peer groups for First-Generation/Low-Income (FGLI) for Yale College first-years and sophomores, and the Disability Peer Mentor Program for Yale College, graduate, and professional students.

Overview of Responsibilities

- Assist in the collection, management, and analysis of Academic Strategies Program data across multiple projects, including participant surveys and assessments
- Help create and execute a communications plan for students, faculty, and staff, including social media, website development, and newsletters.
- Contribute to the development of Academic Strategies programming and resources for STEM students, especially for college transition
- Create and execute other projects, as assigned, or as they arise

Opportunities for Woodbridge Fellow to Receive Mentorship

- Direct training in organizing and structuring an academic support program
- Extensive exposure to the research and best practices for student academic support, including inclusive learning and academic success for first-gen/low-income students and students with disabilities
- Guidance and feedback on professional communication (both written and spoken) from program professional staff.
- Opportunities to independently identify areas of needed support and create programming with frequent consultation and feedback from program director.

Key Skills & Characteristics

- Familiarity with the educational culture of Yale College
- High degree of comfort interacting with Yale College students, administrators, and faculty
- Familiarity with data collection, analysis, and presentation
- Interest in STEM education
- High degree of organization and commitment to detail
- Strong communication skills
Strict attention to confidentiality

Ability to work independently

Preferred: Strong interest in teaching, learning, and higher education theories and practice with a particular emphasis on first-generation, low-income, and non-traditional undergraduate learners.

Managers:

Karin Gosselink – Associate Director, Writing & Tutoring

Lynda Paul – Assistant Director, Writing & Tutoring