Writing Centre Tutor

## SLD Writing Centre

The SLD Writing Centre is an initiative being offered by Student Learning Development. Started in 2019, it offers individual, 30-minute, consultations to Undergraduate and Postgraduate students. Students are invited to attend for support with writing strategies in areas such as essay/thesis/reflective writing, structuring, critical thinking & writing and referencing. Students are eligible to attend regardless of course or degree.

## Role

Writing Centre tutors will report to the SLD Coordinator. They will work collaboratively with the SLD team to contribute to the work of the Writing Centre. The primary function of the role is to work on an individual basis with Undergraduate and Postgraduate students in the area of academic writing, adhering to SLD core pedagogical strategies, procedures and policy. Tutors will be expected to undertake a minimum of 3 paid hours training with the SLD team, prior to starting in the role. Tutors must be available each week for 3 hours, times to be confirmed. Workshops may also be requested on Academic Skills, support and training will be available. Regular supervision will also be provided.

The Writing centre appointments will run online, via MSTeams. Term-time only.

## Experience & Qualifications

* Must be a current Trinity student, enrolled in a Doctoral programme in Trinity College Dublin.
* Demonstrable advanced writing skills, with shown examples of good writing.
* Prior teaching experience is preferred.
* Excellent interpersonal and collaborative skills.
* Capable of both working within a team and independently.
* Excellent organisational skills.
* Adheres to confidentiality policy and procedures.
* Committed to creating an engaging, student-centred learning environment.

## Important Information

* Closing date for job applications – 5pm, Sunday 14th September 2025.
* Interview date –TBC.
* Candidates to be informed – TBC.
* Training date: TBC.
* Start date: TBC (subject to garda vetting).

**Salary:** €21 per hour. Tutors can expect 3 hours work per week during term-time.

## Application Procedure

All applications should be sent by email to Student Learning Development Advisor Dr Grace Gaynor [ggaynor@tcd.ie](mailto:ggaynor@tcd.ie)

Applications should include:

* Curriculum Vitae
* Cover letter (max. 1 page) address interest and suitability for the post.
* A sample of writing, 500 words, on the topic of ‘Writing Effectively’.