

Fall _____

ID _____

**Writing Resources Center
Application for Employment:
Writing and Oral Communication Consultant**

Name: _____ Classification: Fr So Jr

Phone: _____ Email: _____ QPA: _____

(Anticipated) Area(s) of Concentration: _____

- **Job Description:** WRC consultants are trained to work with students on writing and oral communication assignments. Consultants usually work about 4 hours per week and are expected to attend staff meetings on Mondays from 12-1, every other week.
 - All accepted applicants will be required to enroll in Writing 300, *Contemporary Theory and College Writing*, which meets weekly during the Spring semester, Wednesdays from 12-1.
1. What extra-curricular activities do you participate in (other jobs, sororities or fraternities, athletics, clubs, etc.)? How much time do they require per week?

2. To complete this application, attach the following:

- A **brief essay** (approx. 300-500 words) - Explain why you would like to be a writing and oral communication consultant. Indicate any related experience you've had and/or qualifications for the position, including relevant class work. Also include any other information you think we should know as we consider your application.
- A **sample of your academic writing** (2-10 pages) - Submit a copy of a paper, preferably an argumentative essay, marked by the professor.
- A draft of your **spring schedule**.
- A **WRC Faculty Recommendation Form** (may be returned separately by professor).

DEADLINE: Completed applications must be turned into the WRC **before Thanksgiving Break**. Selected applicants will be interviewed before Winter Break and will be enrolled in WRIT 300.

QUESTIONS? Stop by the Writing Resources Center, Swem Library, First Floor, or call 221-3925.