COLUMBIA UNIVERSITY
ACADEMIC SUCCESS PROGRAMS
SUMMER BRIDGE PROGRAM

CONTRACT OF EMPLOYMENT

Job Title: Tutor

Specific Responsibilities:
- Tutor pre first-year students;
- Complete weekly student evaluation forms;
- Attend orientation and weekly staff meetings;
- Other tasks as assigned

Duration of Contract: July 8, 2019 – August 6, 2019

Dates and Times: Sunday through Thursday, 6:15 pm to 8:15 pm, and weekend/weekday sessions as assigned.

Hourly Wage: $18.00 per hour (not to exceed 10 hours per week)

Number of payments: 2

Note: Dependent on timely submission of Employment Eligibility Verification documentation and Employee's Withholding Certificate (Form W-4).

Tutors are an integral part of the Summer Bridge Program and must be in good academic standing.

I understand that if found in violation of job responsibilities or engage in inappropriate workplace behavior this contract can be terminated. I understand and agree to the aforementioned terms of this contract.