FIGS PEER INSTRUCTORS, Fall 2023

Position and Application Information

ONLINE APPLICATION DUE: Noon EST on Friday, October 21, 2022

WHAT DOES IT MEAN TO TEACH A FIGS?
First-Year Interest Group Seminars (FIGS) are one-credit courses for first-year students focused on an academic interest area and taught to first-year students by experienced Rutgers students in their junior or senior year. Peer Instructors (PIs) develop a ten-week course that exposes students to career, research, and educational opportunities as well as the many resources available at Rutgers. PIs collaborate with the FIGS Team to customize their course, integrating required FIGS Elements (academic success, diversity and inclusion, personal wellness, etc.), with interactive educational activities. As a FIGS Peer Instructor, you will have the opportunity to share your knowledge of an academic topic, your Rutgers experiences, and your advice for succeeding in college with up to 25 students.

WHAT WILL I GAIN AS A PEER INSTRUCTOR?
At the Office of Career Exploration and Success, we believe teaching a college course is an incredible professional development opportunity for any Rutgers student. Whether you’re planning to study law, practice medicine, work as an engineer, or pursue another field, teaching gives you the skills necessary to succeed. Past PIs have written about their time in a FIGS classroom in graduate school applications, talked about their experiences in job interviews, and applied what they learned to the world of work. Here is how your experience will help you develop each of the most highly sought-after professional skills that employers are looking for:

- **Critical Thinking**: developing meaningful lesson plans that meet FIGS program goals, updating and improving lesson plans based on program feedback, adapting plans to a classroom in real time
- **Communication**: public speaking, corresponding with students and colleagues, creating course materials
- **Leadership**: managing group dynamics, leading effective activities, fostering individual relationships, and responding to students’ needs
- **Professionalism**: maintaining accurate class attendance records, grading student work, receiving professional feedback on performance, serving on the Peer Instructor interview team
- **Equity & Inclusion**: creating a respectful community, leading discussions on diversity, sharing Rutgers values
- **Teamwork**: use strengths and knowledge to assist students, create healthy classroom dynamics, foster relationships with FIGS team, Faculty Mentor, and students
- **Career and Self-Development**: reflect on one’s learning while developing and revising lesson plans, adapt teaching based on the feedback of colleagues and students
- **Technology**: overseeing official course site on Canvas, utilizing innovative teaching strategies

VIRTUAL INFORMATION SESSIONS (please register via Rutgers Handshake):

- Wednesday, September 21 at 3pm
- Friday, October 7 at 4pm
- Thursday, September 29 at 12pm
- Tuesday, October 11 at 7pm

Peer Instructors will earn 3 credits in the spring and a $2,000 stipend in the fall semester.

Questions? Email us at figs@echo.rutgers.edu
How does teaching a FIGS work?

Peer Instructors have a big challenge—customizing a course that blends important concepts from their content area with crucial information about Rutgers resources. To make this happen, Peer Instructors have a lot of support and training along the way. Each Peer Instructor must:

1. **Enroll in a 3-credit spring Peer Instructor Education course:** Peer Instructors must enroll in Peer Instructor Education, offered in the spring semester prior to teaching their FIGS. Selected PIs must be able to add the spring course schedules to their course load. In this course, PIs will discuss fundamental teaching principles, explore new teaching strategies, and develop lesson plans. Multiple sections of PI Education will be offered in the spring. Specific class times will be coordinated after the selection process. Peer Instructors rank their class section preferences and then receive an SPN for registration. Peer Instructors receive three credits for the course, which will meet for 3 hours once a week.

2. **Complete summer training in August:** Peer Instructors must participate in a multi-day training session held on August 28-30, 2023. During these sessions, PIs will finalize their lesson plans, review course administrative duties, and receive supplemental training.

3. **Attend regular staff and supervisory meetings in the fall semester:** PIs will meet with a member of the FIGS Team to review course progress and administrative duties and process this career experience.

How do I apply?

1. Make sure you meet our requirements. We are looking for full-time undergraduates currently in their sophomore or junior year with a minimum cumulative GPA of 3.0 (3.2 preferred). Candidates must be fully enrolled as a Rutgers junior or senior in the Fall 2023 semester and have 54 credits. At time of application, applicants must have at least one full semester completed at Rutgers University. Peer Instructors are in good academic and disciplinary standing, have strong leadership skills from meaningful campus and community involvement, and demonstrate a strong knowledge of the academic discipline of their course.

2. Complete an application at go.rutgers.edu/teachfigs. Applications are due at Noon EST on Friday, October 21, 2022. Applications will go live in early September.

3. Select candidates will receive an email prompting them to select an individual interview time by the end of October.

4. If selected for an individual interview, ask a Rutgers faculty or staff member to complete the FIGS recommendation form. Recommendations forms must be submitted by the recommender to figs@echo.rutgers.edu.

5. Prepare for your individual interview! Candidates meet with 3-5 FIGS team members, including staff and past Peer Instructors in November. You will need to prepare a 10-minute interactive teaching demonstration related to your topical area. Our best advice is to be comfortable with your content, be creative with your teaching methods, and to show us how you will engage your students.

6. Check your email one last time! The FIGS team will inform successful candidates of their hiring by mid-December. At the time of selection, the FIGS Team will collect availability for the options for the 3-credit Peer Instructor Education seminar.

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