



## **Posting --- Tutor for FLIGHT Program / 21<sup>st</sup> Century Community Learning Center Tutor**

**Reports To:** 21<sup>st</sup> Century FLIGHT Site Coordinator

**Employment Status:** Part-time, approximately 12 hours/week during the school year and 30-40 hours/week during summer programming for the FLIGHT (My Future Lies In Getting Help Today) program.

**Pay Rate:** \$10-\$12 / hr. **Minimum of a High School Diploma**

### **Qualifications:**

- ◆ Some knowledge of child development
- ◆ Some knowledge of effective intervention strategies for academic and behavioral modeling
- ◆ Some experience in work or clinical setting supporting school age students in tutoring and/or camp setting

**General Description:** Responsible for the shared implementation of the chosen academic programs in reading, math and other identified club based programs emphasized in the FLIGHT program. Team with staff and other project partners to align the recreational, enrichment, social, and support services to the academic services of the project.

General Responsibilities include:

- ◆ Designs or co-designs and helps to implement engaging lessons for students that are aligned with the identified reading and math programs and student's individual learning outcomes.
- ◆ Designs or co-designs and helps to implement engaging club activities for students that are aligned with the identified reading and math programs and student's individual learning outcomes.
- ◆ Assists in the academic and affective assessment of students.
- ◆ Assists in the daily attendance monitoring and communication with parents/guardians of students to encourage regular program attendance.
- ◆ Assists in the preparation of daily snacks consumed during after school program. This may include running errands to purchase needed food supplies.
- ◆ Works with students (one on one or in small groups) to support their individual learning progress.
- ◆ Participates in extracurricular activities, field trips and summer programs
- ◆ Assists with supervision of all program students and assists with student movement
- ◆ Ensures the safe arrival and departure of students from one program activity to another.
- ◆ Acts as a liaison between the FLIGHT program and the regular school day program, participating in building level initiatives and communicating with classroom teachers and other student support staff.
- ◆ Partners with FLIGHT program parents and community members to encourage their involvement in the academic learning and growth of all participants.
- ◆ Other duties as assigned by the FLIGHT Site Coordinator.

### **Contact:**

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