Academic Tutor

Educational Talent Search (ETS) is seeking energetic, qualified candidates to academically tutor high school students at six high schools in the City of Anaheim: Anaheim, Katella, Loara, Magnolia, Savanna, and Western. Our federally-funded program is designed to increase the college readiness, enrollment, and success of our Scholars.

Hourly Pay Rate: $12—$15

RESPONSIBILITIES

• Conduct structured small group and one-on-one tutoring sessions in assigned subjects (e.g., mathematics, science, reading, and/or writing).
• Facilitate learning as a guide and coach to assist the student to become a successful, independent learner.
• Integrate effective study and learning strategies to maximize the student’s potential for academic progress.
• Maintain ongoing communication with the Director and Site Coordinator(s) regarding the issues of referring student to other appropriate high school resources.
• Prepare and maintain accurate records of daily contacts and activities with students.
• Attend staff meetings and staff development sessions (including various mandatory training sessions from Aug. 19 — 23, 2019).
• Other duties as assigned

QUALIFICATIONS

• Minimum 2.5 GPA in college-level coursework.
• If hired to tutor students in a specific subject: Minimum 2.75 GPA in college-level coursework related to target subject; if no college-level coursework related to target subject, minimum 3.0 GPA in high school coursework related to target subject.
• Ability to tutor students in assigned subjects (e.g., mathematics, science, reading and writing); major in tutoring subject preferred.
• Be sensitive to students of diverse ethnic, racial, and economic backgrounds.
• Possess excellent oral, written, and interpersonal communication skills.
• Possess good organizational skills.
• Must be able to work independently and take initiative.
• Must be available to work a minimum of two continuous hours, once a week.
• Have reliable transportation to/from assigned school site(s) and CSUF.
• Federal Work-Study preferred, but not required.

SCHEDULE

• Weekly schedule to be determined based on skills and program needs
• Regular schedule will fall between 7:30a — 3:30p, Monday — Friday
• Occasional evening and weekend hours required
• Hours can be arranged around class schedule

OPEN UNTIL FILLED, APPLY NOW!

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