JOB ANNOUNCEMENT

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.

Hourly Pay Rate: $12-$14

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 Academic 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 program staff development sessions.
• Participate in mandatory, paid trainings prior to working in the schools.

QUALIFICATIONS

• Minimum 2.5 GPA in college-level coursework.
• Ability to tutor students in various subjects, specific subject tutoring will be accepted.
• Experience working with students from diverse economic and social 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 2 continuous hours, once a week.
• Must attend mandatory trainings.
• Must have reliable transportation to/from assigned School Site(s) and CSUF
• 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.

SCHEDULE

• Work between 10-12 hours weekly
• Regular schedule will fall between 7:30a - 3:30p, Monday - Friday
• Occasional evening and weekend hours
• Hours can be arranged around class schedule

OPEN UNTIL FILLED, APPLY NOW!

www.fullerton.edu/talentsearch/employment

Interviews will be scheduled until positions are filled.