

Success is the greatest motivator.

TutorWorks

Éxito es el gran motivador.



HIRING TUTORS FOR ELEMENTARY SCHOOL AGE STUDENTS



TutorWorks is a results-driven literacy intervention program that uses an innovative approach to help children acquire the literacy skills they need to be successful. The TutorWorks model is based upon sound academic research on skill acquisition and more than 16 years of practical experience in the field of supplemental educational services.

TutorWorks conducts computer-aided tutorial sessions after school in school computer rooms. TutorWorks delivers targeted literacy intervention in partnership with schools, school districts and after-school centers. The program serves primarily disadvantaged and language minority children in grades one through five,

but has also had great success working with adolescents in grades six through eight. Our participants have demonstrated statistically significant improvement on their CAT6 and CST test scores. TutorWorks' technology-based approach provides precise intervention where it is needed so that limited academic time is best utilized. Assessment tools allow extensive diagnostic and evaluative analysis of students' progress. Exciting games and achievement based incentives motivate children to improve their skills

each day. TutorWorks focuses on one academic piece of the after-school experience: quality literacy enrichment, which provides a critical academic component for children.

TutorWorks Mascot



However, at TutorWorks we believe that the learning experience far surpasses merely memorizing combinations of letters that form simple words. Our aim is to instill in the children a greater sense of accomplishment and confidence which they will be able to retain and utilize long after they leave the safe environment of our computer labs. Our computer based approach and curriculum with its sophisticated data analysis features are merely tools which we use to support and enhance the learning process that takes place in the classroom.

APPLY ONLINE AT: <http://www.TutorWorks.org/Login.asp>

OR

CONTACT US AT: staff@TutorWorks.org

TutorWorks is now hiring ACADEMIC COACHES and PROGRAM MANAGERS!!

Join a team of high energy individuals facilitating academic success for disadvantaged youth!

ACADEMIC COACH JOB DESCRIPTION

The Academic Coach is a very important TutorWorks team member. The Academic Coach's enthusiasm for the TutorWorks program motivates students to succeed. Academic Coach responsibilities include:

1. Help participants log on and complete curriculum.
2. Communicate with parents, teachers, and principals on a regular basis.
3. Provide encouragement and reinforcement while managing student activities.
4. Explain academic concepts to participants.
5. Motivate participants based on directions from the Program Manager.

PROGRAM MANAGER JOB DESCRIPTION

The Program Manager is critical to the success of the TutorWorks Program. The Program Manager directs the daily TutorWorks sessions. In addition to all duties of the Academic Coach, the Program Manager responsibilities include:

1. Manage the logistics of the TutorWorks Program including lab set up and shut down procedures.
2. Manage and present neat and detailed binders that include attendance records, contact information and other confidential information about our students.
3. Contact parents to communicate student performance and participation.
4. Carry out incentive plans and provide positive reinforcement for participants.
5. Enter contact information & manage student records online.
6. Supervise Academic Coaches by monitoring and providing constructive feedback.

QUALIFICATIONS

1. Applicants must have completed at least one semester of classes at a college or university.
2. Program Managers must have experience working with elementary school students and computers.
3. The most important qualification is a willingness to play a positive role in the learning process of elementary school students.
4. Bilingual applicants are strongly encouraged to apply. All employees must obtain fingerprint and TB clearance.

HOURS

10 – 20 hours/week. Programs typically operate from 2:15 PM – 5:15 PM daily. Positions available September - June.

COMPENSATION

Academic Coaches California: \$10/hr to start. \$12/hr upon Certification.*

Academic Coaches Florida: \$9/hr to start. \$10/hr upon Certification*

Program Manager California: \$12/hr to start. \$13/hr upon Certification.* Program Managers also receive performance bonuses as a lump sum at the end for completing the entire program.

Program Manager Florida: \$11/hr to start. \$12/hr upon Certification* Program Manager also receive performance bonuses as a lump sum at the end for completing the entire program

*Certification is offered within the first 30 days of employment.

CONTACT

Please contact the California TutorWorks Office at (650) 298-8867 or staff@tutorworks.org.

Please contact the Florida TutorWorks Office at (727)545-3544 or Katie@tutorworks.org.

We firmly believe in the **capacity** of youth to develop their minds
and **self-esteem** through **skill** building.