

Job description

Position: Academic Tutors -Language Arts, Math, and Science

Job Type: Part-time

Center for Leadership Development (CLD) is looking to fill the following Tutor positions in our College Prep Institute (CPI) Lab: Language Arts, Math, and Science. The roles provide tutoring support to students in grades 4 - 12, as well as CLD Alumni currently enrolled in college. You will be paired with students at the direction of the Director of College Prep Institute according to your degree and experience. For instance, some Tutors will work strictly with Elementary or Junior High School Students; some will work with a mix of High School and College students. The hours are flexible between 4:00 p.m. to 8:00 p.m. Monday through Thursday. You must work 5 hours/week Monday – Thursday and work **one** Saturday per month from 11:00 a.m. to 4:00 p.m. Tutoring appointments are scheduled virtually and in person.

The hourly rate is as follows:

- **Master's Degree = \$25/hour**
- **Bachelor's Degree = \$18/hour**
- **College Student = \$12/hour**

***Language Arts Tutor:** It is essential you have strong interpersonal skills for effectively transferring the knowledge you have. The ideal candidate is a current Licensed Teacher or Retired Educator working with students in grades 4 - 12, possessing a Bachelor's degree in either English or secondary education with an English language arts emphasis. Experienced professionals are given more preference in this field. Knowledge of additional language apart from English, previous experience in language teaching, post-graduation in the English language, etc. are other additional attributes that are considered before selecting a candidate for this post.

***Science Tutor:** The primary responsibility of this role is to teach students in grades 4-12 and some college students how to comprehend their science coursework, complete science homework, and prepare for science tests. It is essential the Science Tutor must have strong interpersonal skills for effectively transferring the knowledge they have while also maintaining a positive learning environment for the student. The ideal candidate is a current Licensed Teacher or Retired Educator with very strong knowledge of Biology, Chemistry, Physics, and Social Studies

***Math Tutor:** The primary responsibility of this role is to teach students in grades 4-12 and some college how to comprehend their math coursework, complete math homework, and prepare for math tests. It is essential the Math Tutor must have strong interpersonal skills for effectively transferring the knowledge they have while also maintaining a positive learning environment for the student. The ideal candidate is a current Licensed Teacher or Retired Educator with very strong knowledge of Foundational Math, Algebra I, Algebra II, Geometry, Pre-Calculus, Calculus, and Trigonometry.

If you like to work with others who are passionate about our mission, who enjoy collaborating with co-workers, who have a professional appearance and demeanor, and who want to encourage minority youth to graduate from high school, enroll, persist and graduate from college, work in the field of their choice and give back to their communities, you are the right person to consider working at CLD.