



Afterschool Math / Reading Tutor

Title: Afterschool Math / Reading Tutor
Reports to: Director of Programming, Extended Day Learning Director
Employment Status: Regular, Part-Time – “America Reads” Federal Work Study Position
Contact: mallen@cisclark.org

POSITION OVERVIEW:

Communities In Schools (CIS) of Clark County is seeking current college juniors, college seniors, or recent college graduates who are interested in gaining valuable experience in education and student supports. The Afterschool Math / Reading Tutor(s) will work directly with students at the Elementary or Middle School levels. Tutors will be placed in sites where CIS of Clark County operates a 21st Century Community Learning Center program (7 Elementary and 2 Middle Schools). Up to two Tutors will be hired per site.

PRIMARY RESPONSIBILITIES:

- Tutors will work with students one-on-one or in small groups to provide reading and mathematics remediation
- Tutors will keep records / documentation of students who are served each day and in what subject area
- Tutors will coordinate with CIS of Clark County afterschool staff and classroom teachers to determine which students would benefit the most from individual help
- Tutors may work with students on their individual / group school-day classroom assignments, or may work with CIS of Clark County staff to identify and implement other, research-based, curriculum.

BENEFITS:

- Valuable experience working in a dynamic non-profit organization
- Close interactions with senior management team and opportunity to build professional network
- Opportunity to make a difference in the lives of at-risk Clark County youth
- Experience providing research-based academic interventions and in collecting / interpreting student data

QUALIFICATIONS:

- Demonstrated competency in math and reading to tutor students in K-8th grade (course transcripts, other similar work experience)
- Excellent interpersonal communication skills
- Strong organizational and time-management skills
- Background or demonstrated interest in working with/for at-risk youth
- Independent, highly organized and detail-oriented
- Energetic, hard-working and enthusiastic team player

COMPENSATION AND BENEFITS:

\$10.15/hour, up to 20 hours/week during the academic year

TO APPLY:

IUS Students who have been granted Federal Work Study funds may apply for this position through Indiana University Southeast's employment system.

Successful applicants will pass a national background check and drug screening, participate in orientation, and agree to follow CIS of Clark County's Personnel Policies and Code of Conduct.

ABOUT CIS OF CLARK COUNTY:

Communities In Schools of Clark County has been operating in- and out-of-school programs and services in Clark County's neediest elementary schools since 2002. By bringing caring adults into the schools to address the children's unmet needs, CIS of Clark County provides the link between educators and the community. The result: teachers are free to teach, and students – many at-risk of becoming high school drop-outs – have the opportunity to focus on learning.

Mission: The mission of Communities In Schools of Clark County (CIS of Clark County) is to surround students with a community of support, empowering them to stay in school and achieve in life.

CIS of Clark County is a local affiliate of the national organization, Communities In Schools. CIS National is the largest dropout prevention organization in the United States, and the CIS Model has proven to be effective across broad spectrums of communities nationwide.

In the 2015-2016 School Year, CIS of Clark County touched the lives of over 4,500 elementary and middle school students across 21 schools and 3 Clark County school districts. Primary services include in-school tutoring, therapy, and wrap-around services; as well as before- and after-school childcare and academic/behavioral interventions.