



MADISON SUN TUTOR

DEPARTMENT

SUN Program – 3005

Madison High School (2735 NE 82nd Ave – Work must be performed off-campus at Madison High School), paid through Warner Pacific College Federal Work-Study Program

QUALIFICATIONS

- Ability and desire to learn about educational instruction and curriculum in a public school setting.
- Ability and desire to work with high school-aged youth from a wide variety of backgrounds
- Ability to use good judgment when working with youth in a school setting
- Ability to tutor high school-level classes (Math, Science, English, English as a Second Language, etc.)
- Foreign language skills in Spanish, Vietnamese, Somali, or another immigrant language highly valued but not required
- Must attend SUN Tutor Orientation and Training on Thursday, September 22nd.
- Must be available during Tutoring Center hours of operation (see Hours section).

DUTIES

- Assist Madison students with school work in after-school Tutoring Center – general concepts, problem solving skills and making up missing assignments
- Provide in-class homework help on school-wide student support days (Wed/Thurs)
- Support transition from school-wide student support time into after-school Tutoring Center
- Meet weekly with Madison math and science teachers and share assignments with other tutors
- Make regular notes about students' progress and participation in tutoring
- Communicate with teacher and SUN staff about students' progress
- Communicate with parents and participate in parent engagement events when schedule permits

COMPENSATION

Begins at Minimum Wage

HOURS

All tutoring takes place Monday, Tuesday 3:15-5pm and Wednesday, Thursday 2:15 PM - 5 PM. Must commit to tutoring at least 2 afternoons each week. May tutor up to 4 afternoons each week. Tutoring Orientation & Training on September 22nd, SUN Tutoring position starts week of September 26th.

CONTACT

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