



TITLE 1 MATH TUTOR

JOB DESCRIPTION

EMPLOYMENT CATEGORY: Special Projects (Grant Funded)
RESPONSIBLE TO: Site High School Principal
DATES: August to May
FTE: 1:00
LOCATION: YouthWorks Charter High School
1915 E. 36th Street
Tucson, Arizona 85713

POSITION SUMMARY:

The Title I Math Tutor assists teachers in performing their classroom teaching responsibilities. Under the supervision of a certified teacher, tutors students in core academic subjects in the classroom during school hours as well as before and after regular school hours. The Title I Math Tutor supports the math department and students LEA wide by providing in-class support and 1:1 tutoring services as needed to ensure that students are making progress and achieving growth on the AZCCR Standards in Math. This position with the TYD LEA is contingent on Title I or other grant funding. Title I tutors will comply with all applicable Title I grant funding mandates.

ESSENTIAL FUNCTIONS:

The list of essential functions is not exhaustive and may be supplemented.

- Under the direction of a certified teacher, the Title I Math Tutor assists individual students and groups of students in performing their assignments in accordance with teacher guidelines.
- Work with identified students to improve academic skills and perform at higher levels on formative and summative evaluations.
- Deliver lessons and instruction developed by certified teachers under the direction and supervision of those teachers.
- Administer assessments and evaluations of student learning and analyze data from assessments in collaboration with assigned certified teacher.
- Maintain records and relevant data from all students who are engaged in Title I Tutoring services.
- Attend and participate in workshops, in-service training and staff professional development activities to improve methods of instruction and performance.
- Develop working knowledge of computer hardware and software used at the assigned school site.
- Ensure classroom safety and the development of a constructive learning environment.
- Other duties as assigned by the Principal.

MINIMUM QUALIFICATIONS:

- At least one-year experience in working with high school age youth.
- Demonstrated proficiency in content area assign including mathematics.
- Demonstrated ability to work effectively with ethnic, academic, and developmental diversity.
- Possess a valid and current Class One Finger Print Clearance Card.

PREFERRED QUALIFICATIONS:

- Associates or higher degree from an accredited college or university.
- Bilingual