

Job Title: Math and Science Tutor
Reports to: Title V Administrative Assistant
Category: Part-time
Salary Range: \$12/hr - \$40/hr depending on experience

We are looking for an experienced and reliable tutor to join our team.

Overall Job Responsibilities: The tutor will be responsible for guiding students to improve their academic performance in math and science related courses. The ideal candidate has experience working with traditional and non-traditional college students. The tutor will work one-on-one or with a small group of students.

Principle Duties and Responsibilities:

- Provide encouragement and positive motivation
- Pay extra attention to problems areas for students
- Review students' daily work and homework
- Assist students in completing work using the Socratic Method
- Prepare materials specific to upcoming tests
- Review test material and quiz students
- Teach new skills using technology
- Document progress to discuss with the students and educators

Required Qualifications:

- An associate's degree or bachelor's degree with a math or science major
- Able to work after school hours, nights and weekends
- Proven experience working with traditional and non-traditional college students
- Able to serve as a positive role model and mentor
- Excellent verbal and written communication skills

To apply, please provide:

- A current resume and application
- A copy of official transcripts

Please submit these items to the Director of Human Resources via email to hr@wtc.edu. If you wish to submit these in person, the Human Resources office is located in building 15, room 107.