



De La Salle North Catholic High School

Job Title: Academic Resource Center Tutor
Reports To: Academic Resource Center Coordinator
Classification: Non-Exempt/Part-Time

Serving ethnically diverse students, De La Salle North Catholic High School in Portland, Oregon is committed to the mission of providing a high quality, Catholic, college-bound education to low income students from around the Portland area in a unique, faith-based educational model.

Job description:

Provide expert tutoring in one-to-one or small group setting in a specific academic discipline.

Position purpose:

Consistently work directly with struggling students on academic skills and behaviors to elevate their achievement and increase likelihood of success.

Major responsibilities:

Provide direct instruction and academic support to build a student's capacity to learn core academic skills.

Essential job functions:

1. Competency in subject matter; 2. Demonstrated success in working with low-skilled students who have learning differences; 3. Assist students with basic study skills such as planning, time management, and goal setting; 4. Build and maintain positive relationships with students and instructional team.

Qualifications:

1. Oregon Teaching license in a core subject area is preferred: language arts, reading, mathematics, essay writing, science; 2. Understanding of scope and sequence in area of competency; 3. At least 3 years teaching in an urban setting. 4. Successful completion of a background check and child abuse prevention (Called to Protect) training is a condition of employment.

Compensation: \$27 per hour

Schedule: Flexible between 8:00 am and 4:30 pm for a minimum of five hours per week.

Physical Demands:

- Must be able to remain in a stationary position: Occasionally.
- Must be able to move about office/classroom to access file cabinets, office machinery, etc: Frequently.
- Must be able to operate a computer and other office productivity machinery, such as calculator, copy machine, computer printer, etc: Frequently.
- Must be able to communicate with students/parents/other staff to convey information: Constantly.