The School District of Philadelphia’s Education for Children and Youth Experiencing Homelessness Program (ECYEH) provides services for homeless/displaced students and unaccompanied youth eligible to receive assistance/funds under the federal McKinney-Vento Homeless Act. Our goal is to remove barriers to education while increasing student performance in content areas and increase proficiency on state exams, particularly in math and literacy.

We are currently hiring tutors who will work under the supervision of the Office of Student Rights and Responsibilities, ECYEH Program. Tutors will develop and utilize customized learning plans with focus on reading and math, help students practice effective study skills, provide positive reinforcement that is crucial in building self-confidence, and provide an enriching experience that will encourage students to become self-empowered.

Tutors will work in their assigned schools and must be able to work between the hours of 7:00 Am and 5:15 pm when requested during the 2018-2019 school year.

**Essential Functions**

- Help student/s learn through the use of customized learning plans to promote reading and math skills.
- Conduct lessons that cultivate critical thinking and provide a learning atmosphere.
- Administer researched based and research proven assessments to students to ascertain skill and progress.
- Help students reach proficiency in math and literacy through implementing the prescribed curriculum lessons developed through the Office of Curriculum and Assessment as well as using supplementary material and resources.
- Keep meticulous, legible EC sign-in records for self and students.
- Be able to follow strict procedures and adhere to guidelines.
- Maintain good communication with students, parents, and program manager.

**Minimum Requirements**

- Have an excellent attendance and punctuality record during the last three (3) years defined as no more than eighteen (18) occasions of lateness or absences for personal illness in the last three (3) years. A consecutive period of absence constitutes as one occasion
- Have no unsatisfactory documentation pending or currently on file.
- Prior experience supporting students in improving instructional practices
- Tutors must maintain excellent attendance for both AM and PM sessions
  Excellent attendance to mean no more than 2 occurrences of lateness and absences.
- Maintain satisfactory performance during the tutoring program including planning and evaluation.
- Possess a valid Commonwealth of Pennsylvania Teaching Certificate. In the content area needed for the student. Only highly qualified teachers certified in their grade and/or content area need to apply.
Among needed certifications are Math, English, Social Studies, Science, Art Technology, History, Spanish, French, Special Education, bilingual and elementary.

Tutoring days and hours: Monday thru Thursday 3:15 – 5:15 or 7:15-8:15 and 3:15 – 4:15 at participating schools

A minimum of 4 times per week, with a minimum of 2 students per teacher per session

Start Date: March 11, 2019

Daily Rate: Contractual EC rate Benefits: No

Application Deadline: Applications will be accepted until the needs of the district are met

Application Procedure: Email resume and teaching certificate to Veronica Holman at vholman@philasd.org

Office: Student Rights and Responsibilities

Contact Name: Veronica Holman

Contact Phone: 215-400-5536

Candidates will be selected pursuant of the PFT CBA in article XVII C 1