JOB POSTING: TU TUTOR

About Steppingstone
Steppingstone Scholars works with families and school partners to provide rigorous educational programming and support for talented underserved students in the Philadelphia region to achieve academic success, opportunity, and a college degree. Steppingstone has two major program initiatives: *The Steppingstone Academy* (TSA), a selective city-wide academic program, and the *Middle Grades Academy* (MGA), Steppingstone's investment in neighborhood public K-8 schools in North and West Philadelphia.

In North Philadelphia, Steppingstone works closely with Temple University's College of Education (COE) in partnership with two K-8 public neighborhood schools, Dunbar School and Duckrey School, to form a College Pipeline Collaborative (CPC). The CPC brings together the academic expertise of COE faculty and student/staff resources with Steppingstone's mission focus and expertise in implementing college pipeline programming to bring tangible and impactful resources to students and schools.

TU Tutor Job Description
In partnership with Temple University's COE and Student Financial Services, and the federal *America Reads* and *America Counts* programs, Steppingstone Scholars seeks undergraduate Temple students with work-study awards to serve as TU Tutors. TU Tutors will support the literacy and math growth and general academic enrichment of K-8 students who attend the Paul Laurence Dunbar and Tanner G. Duckrey Elementary Schools, both located in the Choice Neighborhood.

TU Tutors will report to Steppingstone's STEAM Coordinators and work in partnership with the coordinators and their peers to deliver academic interventions and enrichment for Steppingstone's after-school programming.

Background/ Experience:

- **Passionate about making a difference in the academic outcomes of underserved students**
- **Open to feedback**
- **Punctual, present, and responsible**
- **Maintains open and consistent communication**
- **Sets high expectations for students**
- **Dedicated to providing a safe, academically enriching, and engaging after-school experience**
- **Positive role model**
- **Major in Education or STEAM (Science, Technology, Engineering, Arts and Mathematics) fields, especially Computer Science, preferred but not required**
- **Experience working with inner-city youth preferred and/or tutoring students**
- **Work-study eligible students only**

Time Commitment/ Schedule:

- **Position can begin immediately.**
- **The STEAM Program runs Monday through Friday from 2:00PM to 5:15PM.**
- **The ideal candidate will be available from 2:00PM to 5:15PM Monday through Friday and/or from 9:00AM to 1:30PM on Saturdays; Candidates with a minimum of two days of availability will be considered.**
- **There may be additional hours available on weekdays for candidates majoring in Middle Grades Education or Secondary Math Education.**

Responsibilities:

TU Tutors will be required to:

- **Participate in professional development and staff meetings**
- **Supervise, mentor, and assist assigned group of students with literacy, math, and homework**
- **Lead or co-lead a club focused on STEAM subject**
- **Identify quarterly goals for his or her club and submit overview of topics for his or her club**
- **Create substitute plans in the event of his or her absence**
- **Collect literacy and math student achievement data and monitor progress**
- **Build relationships with other staff members at the school site**
- **Communicate with parents**

Compensation: $8 per hour, up to 20 hours per week depending on student availability and program scheduling

To apply, please email a resume to Hannah Clements, the Associate Director of the Middle Grades Academy, at hclements@steppingstonescholars.org. The deadline to apply is Monday, November 13.