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 Tanner 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– 10 per school (20 total)

Description:
In partnership with Temple University’s COE and Student Financial Services, and the federal America Reads and America Counts programs, Steppingstone Scholars seeks graduate or 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 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 begins at the start of the Fall 2016 semester
- The STEAM Program runs Monday through Friday from 2:30PM to 5:30PM.
- The ideal candidate will be available from 2:30PM to 5:30PM 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 starting at 12:00PM 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 literacy and/or math enrichment
● Identify quarterly goals for his or her club and submit monthly 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
● Call parents to share their child’s grows and glows on a consistent basis
● On occasion, contribute writings, pictures, etc to monthly parent newsletter

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

To apply, log into TUPortal and select the “MyPortal” tab at the top of the webpage. Then click the link “Careers@Temple” on the left-hand menu. The requisition number for the TU Tutor position is 16002414.

Questions about the position can be emailed to Chris Avery, Vice-President of Programs, at cavery@steppingstonescholars.org