Online Literacy Tutor, Reading Partners Connects

Reading Partners is an education nonprofit that mobilizes community volunteers to provide one-on-one literacy tutoring to elementary students who are behind grade level proficiency in reading. Reading Partners Connects is Reading Partners’ online tutoring program that helps meet the needs of schools, students, and communities.

We are seeking qualified candidates for our Online Literacy Tutor positions, who tutor students remotely one-on-one and assist the Reading Partners Site Coordinator with administrative support. Tutors must be eligible for Federal Work-Study (FWS) through their financial aid package with GTU in order to apply for these paid tutoring positions.

Opportunities are available **Monday-Thursday** from **8 am - 5 pm** (depending on school site). We are currently seeking FWS tutors who can commit to working between **4-19 hours/week**. Applicants will be accepted on a rolling basis through March 2021 for the 2020-21 school year.

**RESPONSIBILITIES:**
- Tutor one-on-one with elementary school students reading below grade level using Reading Partners Connects online tutoring platform, following our structured curriculum
- Track student progress using Reading Partners tools
- Complete routine check-ins with a Reading Partners team member
- Perform administrative duties as needed
- Attend Reading Partners orientation and training

**REQUIRED QUALIFICATIONS:**
- Patience and empathy for students in a remote learning environment while holding high expectations
- Willingness and eagerness to learn and receive coaching
- Ability to interact effectively with diverse student populations
- Commitment to your students and tutoring schedule
- Ability to work independently or with limited supervision
- Access to reliable wifi, PC, Mac, or Chromebook computer with a functioning webcam, microphone, and headphones with a microphone. Please note that Reading Partners Connects sessions will be recorded for student support and safety purposes
- Abiding by our [Tutor Code of Conduct](http://www.readingpartners.org)
- Residing in the state of California, with the ability to pass a Livescan background check*

*A Livescan background check is a requirement to work within our partner school districts. Qualified candidates who undergo the interview process and are hired will be expected to pay up-front for the cost of the Livescan. Reading Partners can reimburse for these expenses if needed.

**BENEFITS TO YOU:**
- **Compensation**: This is a GTU FWS position, non-exempt. Pay-rate: Starting at $18/hour
- A meaningful way to get involved in your local community in an online environment
- A structured, easy-to-follow curriculum

**APPLICATION INSTRUCTIONS:** To apply, please submit the following to sfbaoperations@readingpartners.org
1. Resume + Cover Letter
2. Desired hours/week
3. Schedule of availability Monday - Thursday 8 am - 5 pm

Reading Partners is an equal opportunity employer.
For more information about Reading Partners, please visit our website at [www.readingpartners.org](http://www.readingpartners.org).