

Reading and Comprehension Tutor

Supervisor	Kelly Storms/Nathan Watson
Hours per Week	Part-time
Work Schedule	Part time not to exceed 20 hours per week. Position will follow North Lawrence Community School Calendar.
Salary	Salary minimum \$ 16.00 /hr.
Benefits	No benefits.
Overview	Are you a creative, patient, and enthusiastic educator? Do you see yourself as a tutor who could work one-on-one with students to improve their reading and comprehension skills? We invite you to apply for this position where you will assist students, individually, to help them successfully to their return to their regular classroom.
Responsibilities	<ul style="list-style-type: none"> • Enthusiastically support the mission, vision, and values of the NLCS and Gateway Academy. • Know and effectively use new and accepted teaching practices. • Develop and maintain positive relationships with Gateway staff, students, and the community. • Provide exceptional guidance and academic support to students at the Gateway Academy. • Project a positive image as a role model for students. • Complete and submit reports and as required. • Work effectively with staff of the Gateway Academy. • Embrace change. • Other duties as assigned.
Key Competencies	<ul style="list-style-type: none"> • Student focus. • Courteous, friendly, flexible, and accommodating. • Kind, supportive, effective teacher, and team player. • Empathy and patience. • Communication. • Listening and problem solving. • Multitasking. • Organization and attention to detail.

	<ul style="list-style-type: none"> • Positive role model.
<p>Qualifications, Education, and Experience</p>	<ul style="list-style-type: none"> • Bachelor’s Degree required. • Interest and skill using new technologies. • Classroom experience desired. • Experience and desire to work with students in need of remediation. • Valid driver’s license and licensed vehicle.
<p>Physical Demands</p>	<ul style="list-style-type: none"> • Sit, stand, walk, and speak frequently. • Lift, push, or carry weights up to 25 pounds.

TO APPLY:

Submit E-mail resume and letter of application to: employment@bedlib.com.

This job description is not all inclusive. The Bedford Public Library administration reserves the right to amend this job description at any time. The Bedford Public Library is an equal opportunity employer and as such will comply with all state and federal laws regarding employment practice.