



Literacy Intervention Tutor, Reading Partners

Reading Partners is an education nonprofit that mobilizes community volunteers to provide one-on-one literacy tutoring at elementary schools. We partner with K-4th grade students to help unlock their strengths and limitless potential that have been stifled by systems working against them.

We are seeking qualified candidates for our Literacy Intervention Tutor positions, who tutor students one-on-one **remotely** or **in-person** (depending on elementary school regulations) and assist the Reading Partners Program 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** (hours vary depending on school site). We are currently seeking FWS tutors who can commit to working between **4-20 hours/week**. Tutoring will begin in mid-September 2022 for the 2022-2023 school year and applicants will be accepted on a rolling basis through March 2023.

RESPONSIBILITIES:

- Tutor one-on-one with elementary school students reading below grade level, 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:

- Commitment to your students and tutoring schedule with consistent availability Monday through Thursday (between 8am-5pm)
- Patience and empathy for students while holding high expectations
- Willingness and eagerness to learn and receive coaching
- Ability to interact effectively with diverse student populations
- 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 for remote tutoring. *Please note that online tutoring sessions will be recorded for student support and safety purposes.*
- Abiding by our [Tutor Code of Conduct](#)
- 18+ years old, residing in California, with the ability to pass a Livescan background check*
- *If working in-person*, other health qualifications may be required. All in-person tutors must show proof of negative TB and will likely need to show proof of COVID vaccination or complete COVID health screenings (depending on what is required by the elementary school)

* A Livescan background check is a requirement to work with students. Qualified candidates who are hired will be expected to pay up-front for the cost of the Livescan and Reading Partners can reimburse for these expenses if needed.)



BENEFITS TO YOU:

- **Compensation:** This is a GTU Federal Work-Study position, non-exempt. Pay-rate: \$40-50/hour
- A meaningful way to get involved in your local community
- A structured, easy-to-follow curriculum

APPLICATION INSTRUCTIONS:

After applying, you'll be asked to complete a brief interview with a Reading Partners staff member to verify the position is a good fit. We will follow up shortly after with a final decision.

To apply for the **San Francisco Bay Area region**, contact sfbaoperations@readingpartners.org. Please include the following information:

1. Resume
2. Desired hours/week
3. Hours of availability (Monday-Thursday, 8 am- 5 pm)
4. Preferred location (Oakland, San Leandro, San Francisco, South San Francisco, or virtual only)

INSERT School Specific Photo if We Have One

WANT TO LEARN MORE ABOUT READING PARTNERS?

Find us on social media [@rpbayarea](#) or [@RPSanFranciscoBayArea](#)



Learn more about ways to get involved:

<https://readingpartners.org/location/sf-bay-area/get-involved/>

For full-time opportunities, consider a position with Reading Partners AmeriCorps:

<https://readingpartners.org/take-action/about-amicorps/>