

AFTER/BEFORE SCHOOL TUTOR / DETENTION/ RECOVERY MIDDLE SCHOOL EXTRACURRICULAR CONTRACT

PURPOSE:

The purpose of after school tutor (detention) is to provide instruction to students who need to improve academic and social skills as well as attendance problems.

QUALIFICATIONS:

1. Must be certified in multi-subjects K-8, elementary education 1-8, or a certification in Math or Language Arts (with preference K-8 or elementary 1-8).
2. Must have experience with middle school age student.
3. Preference for individual with knowledge and experience with the students at the respective schools.
4. Must have experience with and/or knowledge of at-risk students.
5. Preference for individual with experience in remedial education.

RESPONSIBILITIES:

1. Provide appropriate remedial and/or tutorial instruction in areas of need.
2. Facilitate completion of required assignments.
3. Provide tutorial instruction in classes missed due to attendance.
4. Maintain portfolio of student's work to give to appropriate staff of student.
5. Provide documentation of instructional time and submit to school administrator for payroll purposes.
6. Must be available to begin immediately.
7. Must be on time. (Preference for individuals at school site.)