



Job Description-Education_Department-Math Educator

Contract Position, Part-time, 10 hours per week for 28 weeks, \$28 per hour

Neighbour to Neighbour Centre is looking for an Educator for their Math Success Program. The Educator is aligned with Neighbour to Neighbour's Mission, Vision and Values. They value and respect N2N volunteers as equal members of our team. They work side by side with staff and volunteers to achieve our goals.

Program Overview: The Math Success Program provides students in grades 7 & 8 with volunteer tutors who help them improve their math skills. It takes place after-school from 3:30 to 5:00 and provides fundamental math help utilizing JUMP Math Essentials and additional resources. The first term is October through December and the second term is February to May for a total of 25 weeks. Annunciation of Our Lord and Westview Schools have had the opportunity to each select up to 15 students who they feel would benefit from the program. Typically, between 15 and 25 students complete the program. We are continuously adjusting our sails and making improvements and are looking for skilled and engaged people who can assist us in taking the program to the next level.

Job Requirements:

The ideal candidate will be passionate about learning with the ability to reach out to students and create a relationship of mutual trust and respect. They know how to engage students, and tutors, to make learning a meaningful process. **Position requires the use of a vehicle and that you attend JUMP Math Training on August 18th, 2019, from 8:30-4:30 at Brock University in St. Catharines.**

- Proven experience as a teacher with a love of math and the ability to bring math to life for students and tutors
- Thorough knowledge of best practices and educational guidelines as well as a willingness to follow policies and procedures
- Excellent communication and interpersonal skills
- Well organized and detail oriented
- Committed to providing participants with a meaningful tutoring experience, through engaging lessons, positive feedback and effective praise

- Creative and energetic, able to identify and address the individual needs of the students and provide differentiated learning
- Provide math tutoring and mentoring support to enrolled students and volunteers as needed
- Ability to assess and identify gaps in learning and provide students with activities and workbook lessons to help improve their math skills
- Provide on-site tutor training and manage volunteers
- Ability to exercise good judgement and discretion with regards to sensitive or confidential matters
- Work in tandem with the Assistant Educator to track and record student data, volunteer hours, oversee surveys and assessments
- Responsible for purchasing healthy snacks for the students (& tutors) and submitting receipts for reimbursement
- Comfortable contacting parents/guardians to report absences to parents and to share progress and next steps
- Stay organized and on time with inputs, outputs and outcomes
- Understand the importance of creating professional relationships and an environment conducive to learning
- Providing all data and information for the end of year Impact Report
- Other duties as required

Core Competencies:

- Integrity
- Excellence
- Respect
- Teamwork & Collaboration
- Commitment to Diversity, Equity & Inclusion
- Conflict Resolution
- Oral Communication
- Privacy & Confidentiality
- Flexibility
- Customer Service Oriented

Please submit your cover letter, resume and teaching credentials no later than Monday, July 22, 2019 to: Deban Brunette tutor@n2ncentre.com

Please put *Math Educator* and your name on the subject line.