



Job Description-Education Department-Math Assistant Educator

Contract Position, Part-time, 8 hours per week for 36 weeks, \$28 per hour

Neighbour to Neighbour Centre is looking for an Assistant Educator for the Math Success Program. The Assistant 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 N2N Math Success Program provides Grade 7 & 8 students with the opportunity to work with trained volunteers once or twice a week to improve their math skills. Students are given additional instruction based on the curriculum they are learning in their regular class. Students receive small group support to complete their homework and build study and test-taking skills.

Research shows that students who do not build a strong foundation in math at the elementary level will continue to face difficulty in Secondary School Mathematics. Students that fail to achieve their Grade 9 Math credit are less likely to graduate.

Job Requirements:

The ideal candidate will work in tandem with the Educator to address the program's goals. They must be passionate about learning and willing to share their ideas and take direction from the Educator. They must be open to reaching out to students to create relationships of mutual trust and respect. They endeavour to make learning a meaningful process for the students and the tutors. The position requires the use of a vehicle and that you attend training sessions at Neighbour To Neighbour.

- Proven experience as a teacher with a love of math and the ability to bring math to life
- Knowledge of best practices and educational guidelines as well as a willingness to learn
- 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 oversee volunteers
- Ability to exercise sound judgement and discretion with regards to sensitive or confidential matters
- Track and record student data, volunteer hours, surveys and assessments
- Stay organized and on time with inputs, outputs and outcomes
- Understand the importance of creating professional relationships and an environment conducive to learning
- 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 Thursday 15th September 2022, to Carolyn Rankin-Boutin: education@n2ncentre.com.

Please put Assistant Educator & your name on the subject line.