



- Are you interested in entering the teaching profession?
- Do you have 2 years of teaching or tutoring experience?
- Would you like to give back to the community?
- Want to work with a successful and fast growing nonprofit?
- Do you want to make a competitive hourly rate?

If you answered yes to any of the questions above, then please consider applying to the
**Youth Policy Institute's
(SES) Supplemental Educational Services Program**

The Youth Policy Institute (YPI) is looking for **In-home tutors CA11145795** to work in our Supplemental Educational Services (SES) Program. Our SES program offers tutoring services to K-12 students in either Math or Language Arts.

Tutoring sessions are conducted in the local libraries or at the student's home.

We are looking to hire tutors who are available to tutor at the following sites only:

- **San Fernando Valley**~ Canoga Park, Winnetka (West Valley), Sun Valley.
- **District 3 & 4: Downtown/Central Area**~ Downtown LA, Westlake, Pico Union, Echo Park, Korea Town, Mid-Wilshire, Highland Park,
- **District 5: East LA** ~ Boyle Heights, City Terrace, Huntington Park, El Sereno, Maywood, Walnut Park,
- **District 6, 7 & 8: South LA**~ Bell, Huntington Park, , Athens, Florence, Long Beach, South Gate, San Pedro, Wilmington.

Benefits for working with YPI~ SES Program

- Competitive pay,
- Provide paid training at a lower rate
- Mileage reimbursement
- Paid preparation
- We will provide all teaching materials & curriculum supplies

In-home/Library tutors: \$12-17.00 an hour depending on experience

Minimum requirements:

- Be available to work a minimum of 15 hours and up to 32 hours per week during the times below:
 - Monday-Friday: 4-6pm and/or 6-8pm
 - Saturdays: 9-12pm, and/or 12-3pm and/or Sat. 3-6pm
 - Sundays: 9-12pm and/or 12-3pm and/or 3-6
- Commit to working with 3 students (12-15 hours a week) minimum
- Must be able to tutor in small groups (2:1) or one-on-one.
- Able to work until May 31, 2011
- Pass a criminal background check and provide verification of TB test
- Have reliable transportation to travel to center or local library or student's home

- Must have 2 years or more of academic tutoring or teaching experience
- Proven ability and commitment in assisting children in Math and/or Reading and Writing
- Have access to a computer and check email frequently
- Excellent organizational, computer savvy and ability to do paperwork and meet strict biweekly deadlines
- Mostly be able to tutor 1 on 1 but some small group tutoring may be required
- **Bilingual Spanish/English is a huge plus**
- Attend two paid mandatory trainings on **Saturday, November 6, 2010 & Saturday, November 13, 2010** (Tutors must be available for both, all day mandatory training dates)

Additional qualifications:

- Bachelor's Degree or enrolled in a 4 year College/University.
- Very flexible schedule and highly dependable
- Comfortable tutoring & teaching underserved communities

Center Tutor: \$20.00-30.00 an hour depending on experience

Minimum requirements:

- Must have *California Teaching Credentials (NO EXCEPTIONS)*
- Ability to help English language learners become bi-literate and bilingual Candidates with CLAD/BCLAD highly encouraged
- Be available to work a minimum of 12 hours and up to 32 hours per week during the times below:
 - Monday through Friday from 4-6 pm and/or 6-8pm
 - Saturdays: 9-12 pm and/or 12-3 pm and/or 3-6pm
 - Sundays: 9-12 pm and/or 12-3 on and/or 3-6 pm
- Have access to a computer and check email frequently
- Able to work until May 31, 2011.
- Able to pass a TB test and criminal background check
- Must have reliable transportation to travel
- Be willing to travel to tutoring center sites (Los Angeles, East LA, South LA & Pacoima)
- Tutor students in small groups of 5:1
- Must have a Bachelor's Degree
- Will consider individuals that are currently obtaining teaching credential, clearing credential, out of state teaching credential with teaching experience
- Proven ability to assist children in an academic environment with math, reading and writing
- Excellent organizational skills, computer savvy and ability to do paperwork is a must
- Knowledge of computers and multi-media applications a plus
- **Bilingual Spanish/English is a huge plus**
- Attend two paid mandatory trainings on **Saturday, November 6, 2010 & Saturday, November 13, 2010** (Tutors must be available for both, all day mandatory training dates)

HIRING PROCESS

To apply, please e-mail the following information to sesjobs@ypiusa.org

(Please write "*In Home Tutor*" or "**Center Tutor**" in the Subject line)

- Resume and cover letter (**please include your tutoring locations of preference**)
- Name/contact information of three references.

The Youth Policy Institute is an equal opportunity employer