

## **TUTORS FOR THE ADVANCEMENT VIA INDIVIDUAL DETERMINATION (AVID) PROGRAM**

### **POSITION SUMMARY:**

**Goals:** AVID tutors will guide students toward academic and personal excellence that will reach far beyond their secondary school years. AVID tutors will be active participants in the learning, growth, and personal development of students with the goal of preparing students to successfully attend college.

**About AVID:** Advancement Via Individual Determination (AVID) is an educational program for middle and high school students that supports student preparation for college through an academic elective course that teaches necessary learning skills, reinforces the academic core, and encourages rigorous student course taking.

**General Duties:** AVID tutors will support middle school students enrolled in the AVID elective course by providing direct instructional support to students with the assistance of an AVID elective course teacher. In addition, they will serve as role models to students. Tutors will work a minimum of 2 hours per week, spread out over 1-2 days per week. Approximately 90 minutes per week will be spent directly with students. Tutors will work through mid-June 2009. AVID tutors are critically essential to student success in the AVID elective course and beyond!

### **RESPONSIBILITIES:**

- Work individually with students on writing assignments, as well as support student mastery of various content subject areas;
- Lead peer critique groups that underscore the principle of collaborative learning;
- Assist students in any subject area, by being familiar with students' textbooks and materials and AVID classroom resources;
- Teach mini-lessons;
- Assist in teaching study skills and other skills necessary for college preparation.
- Develop writing assignments;
- Work with students at all phases of the writing process, such as brainstorming, clustering, read arounds, revision, and editing;
- Respond to student writing with helpful verbal and written comments;
- Order learning priorities;
- Communicate regularly with the AVID coordinator/teacher regarding student progress and areas of concern and confer with the teacher about future tutorial plans
- Assure that students complete work in a timely manner;
- Establish and maintain rapport with students;
- Facilitate student learning in a challenging, yet supportive, tutoring environment;
- Set an example of personal excellence and high expectations for all AVID students to follow;
- Participate in all required trainings, professional development sessions, and meetings;

- Performs other duties as assigned to meet student's educational goals.

**REQUIREMENTS & QUALIFICATIONS:**

- Bachelor's degree or evidence of earned college credit in the field of education; OR successful enrollment in a science, math, or liberal arts Bachelor's program.
- Previous student tutoring or mentoring experience
- Passionate belief in the ability of all students to graduate college-ready
- Former AVID program participation or experience working with a school or community-based academic support program
- Effective communication skills with students and adults
- Excellent writing skills;
- Strong analytical and problem solving skills
- Demonstrated responsibility and reliability

**PAY RATE: \$15/hour**

For more information on this position, call Dr. Natasha Mitchell at 301.583.1600. To apply, send a cover letter and resume to [natasha.mitchell@pgcps.org](mailto:natasha.mitchell@pgcps.org).