

**English Language Educational Aide Tutor
July 29, 2019**

JOB OPENINGS: **English Language Educational Aide Tutor for
Yellow Springs Schools**

DATES: **August 22, 2019 - May 29, 2020
3.5 hours per day, 2 days per week**

QUALIFICATIONS: Successful tutoring experience in the area of literacy at the grade levels
of K-12. Ability to get [Educational Aide Permit](#) prior to start. Knowledge
of Spanish is preferred.

SALARY: Based on experience.

APPLICATION: Complete the application below and return it to [Donna First](#), Student
Services Director, no later than Monday, August 5, 2019.



APPLICATION FOR ENGLISH LANGUAGE EDUCATIONAL AIDE TUTOR EMPLOYMENT

Name: _____ Date: _____

Building: _____ Grade Levels Taught: _____

Subjects Taught: _____

Previous school experience: _____

YELLOW SPRINGS SCHOOLS
English Language Learner Educational Aide Tutor

- General Description: The English Language Learner Support Tutor works with children to provide instructional services to foster English Language literacy
- II. Evaluated By: Building Principal and Student Services Director
- III. Qualifications:
1. Completed at least two years of study at an institution of higher learning; obtained an associates degree or higher degree; or met the standards of quality through a state assessment.
 2. Desire to work with children in a school setting
 3. Strong interpersonal and communication skills
 4. Desire to work in a team setting
 5. Ability to deal with unexpected situations
 6. Strong secretarial, organizational and record-keeping skills
- IV. Duties/Responsibilities:
1. Assist the assigned teachers in the delivery of instruction and the assessment of students
 2. In collaboration with teachers, create and follow students' English Language Learning plan
 3. Work with small groups of students and individuals
 4. Maintain the confidentiality of information acquired at school or in the classroom
 5. Perform clerical and record keeping work as assigned by administrators and/or teachers.
- V. Terms of Employment: 9/10-months/year, 3.5 hours/day, 2 days/week
- VI. Classification: II