

AVID (Advancement via Individual Determination) Tutor

Reports to: AVID Site Coordinators, Building Principal
Location: Building

Position Responsibility: Reporting to the AVID Site Coordinator, the AVID College Tutor is responsible for conducting tutorial sessions with AVID students.

General Responsibilities:

Tutorial Sessions

- Determine concepts that need to be taught or reviewed based on students' notes and discussions.
- Conduct tutorial sessions in all areas of mathematics.
- Work with students in any phase of the writing process.
- Support and implement WICOR strategies.
- Connect the writing process in all subject areas, study skills and other aspects of college preparation.
- Become familiar with materials in the AVID curriculum.
- Become familiar with texts and materials used by AVID students.
- Communicate frequently and honestly with the AVID coordinator and teachers regarding student progress and areas of concern.

Qualifications/Skills:

- Must be a current college student with a minimum **2.5 grade point average**.
- Have strong Math and English background, evidenced by college transcript.
- Effective written and oral communication skills.
- Ability to work collaboratively with a team.
- Possesses excellent organizational skills.
- Must be professional, timely and respectful to students, fellow tutors, teachers and administrators.
- Ability to work effectively with teachers, students and administrators.
- Complete AVID Tutor Training.