



**NOTICE OF VACANCY**

**TITLE OF VACANCY:** Tutor Facilitator – 3 positions **DATE:** November 7, 2024

**LOCATION OF POSITION:** TBD

**DAYS PER YEAR:** Varies (2-3 days/week) **HOURS PER DAY:** Varies (3-4 hrs/day) Up to 360 hours

**WHO MAY APPLY:** Any person meeting the basic requirements listed below for this position.

**REQUIREMENTS:**

1. Interest in working with educationally disadvantaged out-of-school youth
2. Ability to effectively work with students of diverse backgrounds
3. Good background in either Reading/Language Arts and/or Math
4. Previous tutoring experience preferred but not required

**JOB DESCRIPTION (SPECIFIC RESPONSIBILITIES):**

1. Ability to work with individual or small group to facilitate learning
2. Assist students in improving basic reading and/or math
3. Partner with current adult education staff members for learning materials
4. Be creative and flexible in meeting the needs of students and the adult education program
5. College students are encouraged to apply
6. Be punctual on scheduled tutoring days

District 186 is part of the Brighter Futures Collaborative grant in partnership with the City of Springfield. This grant allows for tutors to be hired to work with students who are struggling in specific learning areas, primarily Reading/Language Arts and Math; however, some tutoring may need to be done in Social Studies and Science as well. If you are strong in any of these 4 learning areas, please apply. Flexible scheduling is available. Please fill out an online application on the District 186 website to be considered.

**FILING DATE DEADLINE:** Until Filled **EMPLOYMENT DATE:** Upon Board Approval

**SALARY:** \$35.57/hour

**SELECTION PROCEDURE:** Application – Interview(s) – Selection

**Please refer application and resume to:**

Gina McLaughlin-Schurman  
Human Resources  
Springfield Public Schools  
3063 Fiat Ave  
Springfield, IL 62703  
Telephone: 217-525-3006

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