



LA JOYA INDEPENDENT SCHOOL DISTRICT
201 East Expressway 83
La Joya, TX 78560

Job Title: AVID Tutor **Wage/Hour Status:** Non-Exempt
Reports to: Campus Principal **Pay Grade:** (Part-time Grant) \$8.00
Dept./School: Secondary Campuses **Initiated Date:** June 10, 2004
Revised Date: October 11, 2010

Primary Purpose: To provide Middle School students with academic assistance in academic areas where improvement is needed.

Qualifications: High School Graduate or Higher

Education/Certification College level students with a grade point average of 2.5 G.P.A. Must have a strong math and English background, evidenced by college transcript

Under direct supervision of the AVID coordinator/teacher, tutors will perform the following tasks:

1. Determine from student notes and discussions, the concepts that need to be taught or retaught.
2. Evaluate student binders, including calendars, class textbooks, notes, etc.
3. Become familiar with the materials in the AVID Curriculum Libraries.
4. Become familiar with the textbooks and materials used by AVID students.
5. Conduct tutorials sessions in all areas of mathematics; therefore, a strong math background is mandatory.
6. Conduct mini-lessons in the process of writing in all subject areas, study skills, and other aspects of college preparations.
7. Set an example of personal excellence and high expectations for AVID students to follow.
8. Work with students in any phase of the writing process, such as brainstorming, clustering, revision, and editing.

9. Communicate frequently and honestly with the AVID coordinator/teacher regarding student progress and areas of concern.

POSITION WORKING DAYS: Maximum 14 hrs. weekly

DATE POSTED:

DEADLINE: Until Filled

All applications must be submitted on line for professional and clerical positions to the La Joya I.S.D. Office of Human Resources Department. (www.lajoyaisd.com)

Applicants currently employed by the La Joya I.S.D need to submit an application, letter of intent and resume online. (www.lajoyaisd.com)
