JOB SUMMARY: Student English Tutors assist other students individually or in small groups and help them improve their improve their listening, speaking, reading and writing skills. These instructors perform activities like monitoring student progress, identifying areas needing improvement, helping with understanding and preparing students for tests.

English Student Tutors Qualifications

After-school tutors must possess a passion for helping students learn and have the knowledge and skills to help students find new ways to look at difficult skills and concepts. As a tutor, you must have patience, as many students you work with will have trouble understanding the content you are trying to help them with. You must also have a positive attitude and know ways to motivate students when they become frustrated by material they do not understand.

- **Reading Skills** – English tutors often help student polish their reading skills and helping students fully comprehend the content of written passages and interpretation. Possess ability to identify themes in the passages and biblical core in literature.
- **Grammar and Vocabulary skills** – English tutors have a high mastery of grade level structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- **English Writing** –.Depending on the student's needs, prompting students to write compositions or essays -- or simply teaching the basics of sentence composition
- **Interpersonal skills** – English tutors interact with students of all ages and levels of learning, and find ways to help them grasp English skills,.
- **Shakespeare and Poetry**-- English tutors help explain and interpret the multiple meanings in Shakespeare and Poetry. Explaining the structure and patterns.

English Tutor Responsibilities and Duties

As an after-school tutor, your main responsibility is to support the process of the students learning of content as instructed by their teacher, explain how to understand skills in their area of weakness, and review content with them. A tutor may also help students develop study skills to help improve their academic performance. English tutors assist students with grammar, vocabulary, reading comprehension and writing. This may be done in a one-on-one or group setting. Tutors will report on students and share those reports with supervisors at the end of each session. In addition to the academic component, tutors offer encouragement and support to keep students motivated and ready to learn and are serving as a role model to the student.

- Handle skill based tutoring in English, Literature, Writing.
- Evaluate students to measure skill progression and determine improvement areas.
- Support students to develop and meet academic goals.
- Help students to prepare for tests.
- Record and report student progress.
- Tutoring will be completed on weekdays during the regular school year, between the hours of 3 p.m. and 5 p.m. You will be scheduled for a block of 1 hour during your scheduled day.