



Type of Position

Private Tutors & Teachers

Reports To: Director

FLSA Status: Non-Exempt

Location(s)

The FRED Center Wrentham

The FRED Center Norwell

Hours

Flexible schedule, primarily after school hours

Wage

\$20-\$30 per hour, based on experience

Summary

Provide academic support and plan and implement academic lessons for students in grades K-12 in a 1:1 or small group setting.

Job Requirements

Duties and Responsibilities include the following: Other duties may be assigned

- * Ability to build rapport with student and family to develop long-term success
- * Sufficient knowledge of core curriculum areas (ELA, math, science, social studies)
- * Plan and implement remedial lessons to support students personal and academic growth
- * Teach organizational and executive functioning skills to support school success
- * Excellent written and verbal communication skills
- * Reliable transportation and/or reliable internet connection with Chrome browser & webcam for online sessions, when necessary

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

In addition, the ideal candidate will possess the following skills/abilities:

- Advanced preparation
- Clear and effective communication
- Active listening
- Punctuality
- Establishing a psychologically safe environment for sharing
- Creating focus amongst individuals and groups
- Unbiased objectivity

Education/Experience

Previous experience working with students
Bachelor's Degree or higher in education or related field
Teaching certification or working towards certification

Language Ability

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Math Ability

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands; reach with hands and arms, and talk and hear. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl and taste or smell. The employee must occasionally lift and/or move up to ten pounds.

To Apply

Mail or email cover letter, resume and completed application with copy of certifications to:

The FRED Center
% Human Resources
14 Kendrick Street
Wrentham, MA 02093

jobs@thefredcenter.com