



INDEPENDENT LIVING SKILLS PROGRAM

JAPANESE COMMUNITY YOUTH COUNCIL

JOB TITLE: ILSP ACADEMIC TUTOR

PROGRAM: INDEPENDENT LIVING SKILLS PROGRAM (ILSP)

LOCATION: 225 VALENCIA, SAN FRANCISCO, CA 94103

PAY RATE: 12.50/HR, 10-20 HOURS PER WEEK, FLEXIBLE WORK SCHEDULE AND ABLE TO WORK EVENINGS AND SOME WEEKENDS

APPLY: ASAP

DESCRIPTION

JCYC's Independent Living Skills Program (ILSP) supports the needs of foster care youth in San Francisco, ages 14–21 through a comprehensive and coordinated service delivery system consisting of 3 components: 1) a comprehensive assessment and life skills planning; 2) access to needed services; 3) ongoing support and life skills training. The goal of this program is to support holistic development of foster youth while preparing them for a seamless transition into the Independent Living and emancipation.

JOB RESPONSIBILITIES:

- Develop a tutorial plan with the youth.
- Provide tutoring in Math, Reading, Writing and other school subjects
- Provide tutoring in a one-on-one or small group setting, on-site, or a local community site.
- Provide tutoring for HS Exit Exam, GED testing, SAT prep, etc.
- Conduct the Wide Range Achievement Test (WRAT) assessment with youth.
- Abide by ILSP and JCYC Codes of Conduct, expectations and guidelines
- Provide written weekly updates on the progress of youth to supervisor
- Attend regular meetings and trainings.
- Be prompt and prepared in attending all scheduled sessions.

QUALIFICATIONS:

EDUCATION: Associates Degree or higher or currently enrolled college student. Bilingual speaking a plus.

EXPERIENCE: Minimum of 1-year experience working in the fields of teaching and/or tutoring, preferably with foster youth and/or teenagers. High comfort level working with youth and ability to develop positive rapport with youth. Demonstrated commitment to educational success. Understanding of the issues and needs of foster youth. Ability to work with diverse communities. Strong communication, organizational and follow-through skills. Must have a reliable mode of communication. Able to work independently and in a team environment. Valid Driver's License and dependable transportation with auto insurance, or ability to access public transportation within San Francisco County.

INTERESTED APPLICANTS: No phone calls, please. Submit resume and brief cover letter to Susana Carranza, SF ILSP Education Coordinator, EMAIL: Scarranza@jcy.org Subject Line: Potential Tutor
MAIL: 255 Valencia St., San Francisco, CA 94103, FAX: 415.934.4232 Attn: Susana; Subject Line: Potential Tutor