



PreK – 12th Grade Tutor Job Posting

Vision Tutoring, LLC and the Vision Tutoring Educational Foundation, Inc. are seeking energetic, creative educators to conduct one-on-one and/or small group in-person or virtual tutorial sessions with PreK-12th grade students throughout metro Atlanta (S. Cherokee, Clayton, Cobb, Coweta, DeKalb, Douglas, N. Fayette, S. Forsyth, Fulton, Gwinnett, Henry, Newton, Paulding, Rockdale and Walton Counties) in reading, language arts, math, science, and/or social studies. Tutors create tailored lessons, facilitate standardized testing and/or GED preparation, provide homework/classwork/project assistance, and/or assist with foreign language homework/assignments (Spanish, Mandarin Chinese, French, and German). Tutors may select to work with individuals or groups of students whose geographic area, tutorial site preference (i.e. virtual, in-home, library, group home, etc.), and schedule are convenient for them and will be assigned to the specific subject(s) and grade level(s) in which they are proficient. Session duration may vary from 1 to 2 hours with the possibility of back-to-back sessions. Only instructional time is billable. Tutors may indicate availability for any day Monday through Sunday beginning at 9:00AM and concluding no later than 8:30PM.

Applicants must:

- ✔ Have one or more of the following –
 - a current, valid Teaching Certificate (type: SRT, teaching/instructional)
 - a bachelor's degree and at least one year of teaching or two years tutoring experience
 - an associate's degree with at least three years of teaching or extensive tutoring experience in a school environment
- ✔ Be proficient in teaching/tutoring the subject(s) and grade level(s) for which they apply
- ✔ Have the ability to create engaging lessons for students based on the skills that must be taught – *foreign language assignments only include homework assistance*
- ✔ Be dependable, punctual, organized, and a positive role model
- ✔ Have access to a working electronic device with a reliable high-speed internet connection
- ✔ Be proficient in the use of the computer, Internet, Office software (Word, Excel), and Adobe Acrobat in addition to accessing and responding to e-mails
- ✔ Be able to consistently submit detailed paperwork by the designated deadline each month
- ✔ Have reliable transportation (personal or public) for in-person sessions
- ✔ Have a passion for teaching youth and contributing to their success
- ✔ Be willing to submit to a criminal background check

There are multiple openings, so feel free to share this job posting. Interested candidates should visit <https://www.visiontutoring.org>, click the “Employment” tab, and follow the hiring steps listed on the website. Ensure that details relative to your Teaching Certificate (if one is available) along with specific experience relative to working with youth and teaching/tutoring is included on your resume.

This is a contract position.

Compensation: \$20 - \$40/instructional hour dependent upon the assignment(s) accepted

Vision Tutoring is an Equal Opportunity Employer who strives to promote diversity within the field of education by recruiting and advancing the careers of qualified minority candidates, retired and active military, and candidates with disabilities.