

Jennie Reed Elementary School
1802 S. 36th St
Tacoma, WA 98418
(253)571-2072
www.tacoma.k12.wa.us
Contact Person: Christine Hinds

Vehicle Required: No
Auto Insurance Required: No
On bus route: Yes

TITLE: WRC Reading Tutor

HOURS OF SERVICE: 7:45-3:45, M – F, with occasional evenings

SCHOOL DESCRIPTION: Jennie Reed Elementary serves students in grades K- 5 - with an enrollment of approximately 480 students. Our school also offers other special programs:

- **Head Start**
- **Pre-school Autism**
- **K-2 Self-contained Autism**
- **Therapeutic Learning Center (severe behavior disorders)**
- **English Language Learners**

Since we are uniquely located right by the I-5 freeway off of 38th St. we are able to not only connect with the school neighborhood but the many businesses that are nearby. As a focused and determined school, we continually improve our educational programs. In addition to regular classroom instruction, Jennie Reed has music celebrations, family math and reading nights and a young authors' showcase. We believe each and every child deserves a rich education filled with opportunities to explore diverse thinking.

SERVICE DESCRIPTION: The WRC member will help students in reading with the focus and direction being determined by the school's Instructional Facilitator and Reading Coach. These two staff members will also be the WRC members' immediate supervisor. At recess, the member will be involved with extra reading groups (enrichment, reward and intervention) for students. The WRC Reading Tutor will run the before & after-school reading programs and implement family involvement activities for Jennie Reed Elementary families throughout the year.

MAJOR RESPONSIBILITIES:

- Be a contributor to the school's Reading Committee (attending all meetings and participating in activities)
- Read with approximately 4 students per half-hour group daily
- Participate in all staff development trainings
- Cheerlead, monitor and support students to meet reading goals; provide attention, build relationships.
- Celebrate successes; believe in each student: notice student talents, gifts, potential
- Provide intervention support for struggling readers
- Support classroom management procedures
- Assist with classroom assessments (DIBELS, Open Court)
- Lead before & after-school reading groups daily for 24 struggling readers
- Be a Vacation Reading Buddy at the local library during school breaks
- Develop and implement family involvement activities
- Track and submit monthly data for the WRC program

REQUIRED QUALIFICATIONS:

- Excellent reading skills; enjoyment of reading
- Ability to work effectively with multiple age & grade levels
- Excellent interpersonal skills in communicating with adults

- Willingness to learn a variety of Reading Curriculum materials
- Enjoyment of and positive attitude toward children
- Ability to be flexible and adapt to changes in schedules
- Skill in or interest in learning effective, assertive and kind discipline skills
- Ability to take direction but also have the initiative to take on different reading projects
- Ability to host, welcome and support families: warmth and positive communication

BENEFITS:

- The experience of helping children improve their reading
- Training in tutoring procedures & materials
- Training in behavior management
- Participation in school and staff activities
- Participation in a Professional Learning Community
- Full time experience in a school setting