

Tyee Park Elementary School
11920 Seminole Rd SW
Lakewood, WA 98499
(253) 583-5383
Contact Person: Janet Nelson
jnelson@cloverpark.k12.wa.us

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

TITLE: WRC Reading Tutor

HOURS OF SERVICE: 7:30-3:30, M – F, with occasional evenings

SCHOOL DESCRIPTION: Tyee Park Elementary serves students in grades PreK through 5 - with approximately 400 students. Tyee Park is located just off I-5 across from McChord AFB maingate. 1/3 of our population is ELL (mostly Hispanic). We are a Title 1 school with an 80%+ FREE and reduced lunch rate.

MAJOR RESPONSIBILITIES

- Tutoring: Provide direct-service tutoring to struggling readers as identified by the SFA Facilitator and/or Reading First coach in small, flexible groups of 1-4 (K-5 grades) using the Success For All Tutor Program and Reading First tutor program.
- Data: Maintain tutor logs for each student inclusive of daily interventions, assessment data, and tutor/tutee goals.
- Assessment: Assist with WRC and SFA/Reading First assessments under the supervision of Site Supervisor.
- Extended Learning: Work with after school program for extended learning with struggling readers.
- Family Involvement: Develop and implement family involvement activities and assist with evening events (Family Connections, ELL library nights).
- Volunteer Tutors: Assist SFA reading tutor to prepare materials for volunteer tutors and assist with Volunteer appreciation events.
- Work directly with classroom reading teachers during the core reading block to gain further knowledge of the SFA Reading Program and see how their tutees perform in the regular classroom.
- Cheerlead, monitor and support students to meet reading goals; provide attention, build relationships.
- Assist with reading room organizational procedures.
- Celebrate successes; believe in each student: notice student talents, gifts, potential
- Support classroom management procedures, with teacher's help.
- Track and submit monthly data for the WRC program

KNOWLEDGE, SKILLS AND ABILITIES:

- All applicants must pass a criminal background check with the Washington State Patrol.
- Must be able to read and write in English
- Excellent reading skills; enjoyment of reading
- Bilingual, English/Spanish is highly desirable.
- Strong communication skills with both children and adults.
- Enjoyment of and positive attitude toward children
- Skill in or interest in learning effective, assertive and kind discipline skills
- Ability to take direction
- Ability to host, welcome and support families: warmth and positive communication

BENEFITS:

- The experience of helping children improve their reading
- Training in tutoring procedures
- Training in behavior management
- Experience working within a school culture as an integral part of the staff.
- Develop communication skills, problem solving skills and other skills that contribute to personal and professional growth.
- Work on a team to achieve a common purpose as stated in school's vision statement and school mission statement.

PERFORMANCE STANDARDS/EXPECTATIONS:

AmeriCorps members are expected to be a part of the professional team at the school. They will be addressed part of the staff. This includes complying with all conduct and dress requirements at the school, treating other staff, students and visitors with respect, being on time for service assignments, meetings and trainings. The Clover Park SD policy on staff member expectations will be adhered to.