

**Job Title:** Lead Tutor (With Expertise in Programming and Technology)

**Starting Pay:** \$15/hr

**Schedule:** Tuesdays and Thursdays from 5 to 8:30 PM

**Job Description:**

The Math and Technology Academy is a tutoring and math enrichment program for 3rd through 12th grade students. Each Lead Tutor is responsible for working with 10 students. Students in the program complete an interview with their Lead Tutor three times a year to set learning goals and assess progress. During the first hour, Lead Tutors help students with homework and lead activities designed to support their learning goals. During the second hour, Tutors lead hands-on enrichment activities for a group of up to 10 students (either their usual students or another group). While we occasionally need tutors with other backgrounds, our most urgent need is for Lead Tutors with technical backgrounds who can teach young students to program and work with technology.

**Required Skills:**

- Ability to program in at least two computer languages and willing to learn more
- Ability to relate to students and to lead a group of 10 children
- Ability to select and/or create appropriate math activities to facilitate learning in students
- Conceptual approach to teaching
- Understanding of standard math topics through Calculus
- Professional and respectful attitude towards co-workers and participants
- Positive attitude about mathematics, technology, and learning
- Familiarity with grade-level math standards is desirable but not required

**Preferred Skills:**

- Familiarity with Lego Mindstorms NXT bricks and programming “language”
- Familiarity with Java and C programming languages
- Familiarity with digital electronics components and circuits
- Familiarity with  $\text{\LaTeX}$  typesetting language a plus
- Familiarity with Linux a plus

**Qualifications:** Bachelors Degree in any appropriate field or related work experience

**Application Instructions:** Please send a CV or Resume that includes educational background, work history from last 3 years, and 3 professional or personal references to: [amanda@riverbendmath.org](mailto:amanda@riverbendmath.org)

About the Riverbend Community Math Center:

The Riverbend Community Math Center is a non-profit organization in the South Bend/Mishawaka area that started offering programs during the fall of 2006. Our mission is to promote interest and confidence in mathematics among people of all ages. With technology-related fields becoming increasingly important to our economy, people need more opportunities to learn that math can be fascinating and that it can lead to rewarding careers. Our organization provides several different types of programs including math tutoring, math enrichment programs, math circles, teacher workshops, and custom events with hands-on activities.

---

**Riverbend Community Math Center**

[amanda@riverbendmath.org](mailto:amanda@riverbendmath.org)

<http://riverbendmath.org>

(574) 339-9111

