

AFTER SCHOOL TUTOR/MENTOR JOB DESCRIPTION

Fall 2022-2023

TITLE: After School Tutor (Effective 8/1/22)

REPORTS TO: Executive Director

EMPLOYMENT STATUS: Employee – Part Time (~ 7 to 15 hours/week)

LOCATION: Urban Christian Academy @ New Life Community Church – Bridgeport
3039 S. Normal Avenue, Chicago, IL 60616

TIME: Academic School Year from August 2022 through June 2023

Job Summary

Urban Christian Academy (UCA) is a faith-based nonprofit whose mission is to offer educational programs to school-age students and their families in Bridgeport, a diverse neighborhood near Chinatown. UCA seeks to provide a learning environment that promotes and educates holistic growth, bringing the light and truth of who God is through our work with under resourced students. We are sensitive to the cultural and social gaps between families and schools, and we strive to bridge these gaps for the overall wellbeing of our students. We are seeking dedicated tutors for the upcoming school year to join our team. Tutors will work with a small group of students under the direction of a classroom teacher.

We are committed to being an incarnational presence of Christ in the community as we love and serve those students enrolled at UCA. Learn more about who we are and what we do at UCAChicago.org.

Major Responsibilities

- Support, tutor, and coach students in the completion of homework and projects while encouraging their academic growth.
- Build positive caring relationships with students through the ministry of your presence.
- Contribute and support a nurturing, safe, and stable environment for all students for their holistic growth and development.
- Model and teach appropriate biblical standards of conduct toward self and others.
- Lead bible devotions and discussions as assigned.

Experience and Education Requirements

- Possess at minimum a high school diploma. Active pursuit of a degree program is highly desirable.
- Strong Math and Language Art skills are essential.
- At least six months prior experience working and teaching children is required.
- Additional skills and experience in sports, fine arts, music, and humanities are desirable.

Essential Personal Qualities and Skills

- A passionate commitment to serving under-resourced students in Chicago.
- A teachable heart and willingness to learn from others.
- Excellent interpersonal and communication skills with a commitment to collaboration within a team environment.
- A commitment to being a Christian role model in attitude, speech, and actions toward others.

To Apply: Interested applicants should send resumes to June Gin, Executive Director at jgin@ucachicago.org

**IF YOU ARE INTERESTED PLEASE SEND
YOUR RESUME AND CV TO
JGIN@UCACHICAGO.ORG**

Website: ucachicago.org

Instagram: [ucachicago](https://www.instagram.com/ucachicago)

Facebook: [Urban Christian Academy](https://www.facebook.com/UrbanChristianAcademy)