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<b>Job Title</b>	Math Tutor/Program Aid
<b>PVN ID</b>	QB-2506-006879
<b>Category</b>	Instruction and Social Service
<b>Location</b>	QUEENSBOROUGH C. C.
<b>Department</b>	Office of Academic Affairs-The Liberty P
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$17.00-\$19.00
<b>Hour(s) a Week</b>	5.00-19.00
<b>Closing Date</b>	Aug 06, 2025 (Or Until Filled)

## General Description

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The Liberty Partnerships Program is a college readiness afterschool program funded by the NYSED that serves middle and high school students attending schools throughout the borough of Queens. The program is an all year afterschool, weekend and summer activity.

The program is looking for one proficient tutor to assist students with all the Junior High and High School subjects specially Math and to support instructors, the program and the supervision of students while on campus at Queensborough Community College.

Salary: \$17 per hour under 60 college credits. \$18 per hour above 60 credits. \$19 Graduate

Schedule: Saturdays - In person -5hrs 10-3pm Fall and Spring

Summer: 4 weeks during the month of July. In person-Mondays, Tuesdays, Wednesdays 10am-3:00pm  
Chaperone trips on Thursdays. Hours vary.

## Other Duties

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Under the supervision of the Director the tutor will:

- Tutor in all middle and high school subjects and Math
- Be prepared to take a short math quiz
- Assist with the supervision of middle and high school students during sign-in/out and lunch time
- Assist with chaperoning trips, and supervision of on and off campus activities
- Provide and keep tutoring logs
- Act as program ambassador in the afterschool programs as needed
- Deploy sports, art, and other workshop' supplies
- Other duties as assigned

## Qualifications

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- Must be able to make a commitment of at least a program's year. Fall, Spring, and Summer
- Must be reliable, dependable, and punctual
- Must have good academic standing
- Must be able to work the full schedule of hours and the length of the employment appointment assigned
- Must attend mandatory compensated orientation, and professional development meetings scheduled for every session of the year
- Must encourage students' engagement in learning and must be a role model
- Must be comfortable asking questions, and requesting support, when needed