POSITION: Math Tutor
WAGE: $14.00 - $16.00 per hour, depending on experience
LOCATION: David Douglas High School - 1001 SE 135th Ave, Portland, OR
APPLY AT: www.irco.org
STATUS: Part-Time/Casual
SCHEDULE: Must commit to at least 2 days weekly, Monday thru Thursday from 2:20p-4:40p
PROGRAM(S): Upward Bound
OPENING DATE: March 4, 2020
CLOSING DATE: Open until filled

RESPONSIBILITIES & QUALIFICATIONS:
• Provide homework help and explanations of academic concepts to individual students in a group setting.
• Develop positive and supportive relationships with students
• Required: Strong math skills. Ability to tutor high school math (Algebra, Geometry, Algebra 2, Trigonometry, Pre-Calculus, and Calculus). Adept in helping with math concepts/skills
• Preferred: Comfort to tutor in other high school subjects such as science, language arts, and/or social studies
• Experience tutoring, teaching, and/or mentoring youth or enjoy youth and can learn quickly

Consider Applying! ...if you meet the Required Qualifications and...
• are friendly, personable and willing to share about your college and/or post-college experiences
• are patient and interested in guiding youth potentially struggling with math, science, & other subjects
• believe in all students’ potential to succeed in high school and graduate from college regardless of background
• are looking for rewarding part time work interacting with awesome youth afterschool 2:40-4:40pm
• enjoy tutoring, helping, and mentoring high school youth who are
• striving to be the first in their family to go to and graduate from college
• representative of the diversity of SE Portland – our students’ families are from Somalia, Mexico, Vietnam, China, Burma, Nepal, Russia, Ethiopia, the African American community and more

Our students are part of the IRCO Upward Bound family for all 4 years of high school. This gives our tutors the unique opportunity to really get to know the students be part of that family as well.

HOW TO APPLY:
Applications are accessible on the IRCO website, www.irco.org or IRCO’s main office, 10301 NE Glisan, Portland, OR 97220, 503-234-1541. Attach resume and cover letter to IRCO application form. This position requires the completion of an IRCO application. Materials submitted without a completed application are considered incomplete and will not be considered. Due to the high volume of applications received, we will not be able to contact each applicant. We may not be able to return calls regarding the status of your application. If selected for an interview, we will contact you by telephone.
ABOUT IRCO:
The Immigrant and Refugee Community Organization (IRCO) is a non-profit organization established in 1976 to serve immigrants, refugees, and the broader community in Portland, Oregon. Our mission is to promote the integration of refugees, immigrants, and the community at large into a self-sufficient, healthy, and inclusive multiethnic society. Find out more at www.irco.org.

IRCO IS AN EQUAL OPPORTUNITY EMPLOYER