



Send Application and Information to:

Department of Personnel
P.O. Box 1388
Port Arthur, TX 77641-1388

Posting

(Vacancy Announcement)

Position Title: Title III Tutors

Posting Date: December 15, 2011

Deadline: Until Filled

Location: Districtwide

Salary Range:

- \$25 per hour for Bachelor's Degree/certified teachers.
- Non-degreed applicants will be paid \$95/day (1st – 5th day)
\$100/day (beginning on the 6th day)

Length of Work Year: Temporary Position

Education (Certification/License):

- Bachelors' degree preferred; or

- College Transcript with a minimum of 60 college hours.

Special Knowledge/Skills:

- Ability to communicate effectively in English and Spanish.
- Strong Organizational, communication, and interpersonal skills.
- Ability to instruct students and manage their behavior.
- Provide supplementary instruction to identified Migrant students in a classroom setting, after school setting, or home setting.
- Assist migrant students develop academic skills so that they can meet grade level standards.
- Provide assistance with homework and extra assignments.
- Communicate with teachers, parents, and /or appropriate Migrant staff regarding the students' academic progress.
- Keep a daily log of learning activities conducted with Migrant student and turn in to appropriate Migrant staff.
- When working in a classroom setting, provide individual and small group tutoring as prescribed by the classroom teacher.

Application Procedures: **District Employees:**
Letter of Interest and updated résumé.

Contact Person: Jimmy Wyble

Non District Applicants:

1. Letter of Interest for each position.
2. Current résumé.
3. Completed application.
4. Copy of transcript(s).
5. Criminal record release.

Contact Numbers

PH: (409) 989-6282; (409) 989-6251; FX (409) 983-2733; www.paisd.org