



Wilton Rancheria
Department of Education

9728 Kent Street
Elk Grove, CA 95624
Phone: (916) 683-6000 Fax: (916) 683-6015

Tutor

Under Wilton Rancheria's Department of Education (DOE), the Tutor will work with Tribal member students (k-12) in order to improve their academic performance. The tutor may also work closely with teachers and resource specialists at the student's school.

This position is part-time.

General Duties

- Conducts individualized tutorial sessions for students with academic deficiencies; determines what skill areas require additional assistance.
- Designs and implements exercises and activities to facilitate student's academic improvement.
- Maintains all records required to document student's attendance and academic progress.
- Arranges or assists in arranging various special academic programs which are in addition to normal tutorial sessions.
- Assists with tutorial program evaluation.

Knowledge, Skills and Abilities:

- Knowledge of teaching techniques and academic programs.
- Skill in both verbal and written communication.

Qualifications:

Preferred: Bachelor's degree (or working on) in the appropriate field of assignment AND one year of instructional experience at a high school or college level; OR, Any equivalent combination of experience and/or education from which comparable knowledge, skills and abilities have been achieved.

Supervised By

Receives general supervision from the Director of Education

How to Apply: Submit a completed application.

Preference is given to qualified Native Americans in accordance with the Indian Preference Act (Title 25, US Code, Section 472 and 473). All applicants claiming preference must submit verification from tribe or other acceptable documentation of Indian heritage.