**Part-Time Professional Math Tutor Positions (Educational Assistants)**

**Scheduled Hours:** Part-Time, Varies up to 17 hours per week, Monday through Friday

**Minimum Salary:** $24.94 per hour

**Application Deadline:** Continuous Recruitment

The Academic Success Center Tutoring Program seeks creative and knowledgeable part-time Professional Math Tutors. The Professional Tutor provides tutoring support to students in developmental math, intermediate algebra, principles of statistics, pre-calculus, and calculus. The goal of tutoring is to help increase students ability and confidence with their math skills. Incumbents report to the Director of Academic Success Center.

Candidates must demonstrate experience in tutoring and/or teaching math; ability to provide clear and concise explanations of mathematical concepts and procedures; possess strong time management, organizational and communication skills; ability to work one-on-one with students of varying levels of math abilities; and ability to work with students, staff, and faculty of diverse socioeconomic, cultural, racial and ethnic backgrounds, including those with different levels of academic preparation and varying physical and learning abilities.

Duties and responsibilities include, but not limited to, tutoring/assisting students with math concepts; encouraging students to develop a systematic approach to studying that will serve them throughout their math sequence; maintaining ongoing communication with and between students, faculty, coordinators and Director; attending training sessions and meetings; and performing other duties consistent with the position of a Professional Tutor.

Candidates must hold an Associate’s Degree in math or a closely related field, in addition to one to two years of related experience. Bachelor’s degree in math or a related field is preferred.

**How To Apply:**

Submit Letter of Intent and Resume via email: NW-HumanResources@nwcc.edu

Or mail to: NCCC, Human Resources Office, Park Place East, Winsted, CT 06098