RBC Youth Empowerment Program Tutor

Part-time (Monday-Friday 3:45pm-6:15pm)

Reporting to the RBC Program Leader, the RBC Program Tutor will be responsible for providing one-to-one and small group-based tutoring and mentoring services to junior and/or high school-aged registrants in the RBC Youth Empowerment Program in a school setting. This position will work weekdays with occasional fieldtrips as required. The RBC Youth Empowerment Program (RBCYEP) provides a holistic approach to the empowerment and education of immigrant and ELL youth through providing direct academic support and tutoring in a unique social and educational environment. In partnership with Royal Bank Canada (RBC), the Calgary Board of Education and the Calgary Catholic School District, RBCYEP is designed to assist junior and high school-aged youth (grades 8-11) in overcoming individual barriers in an effort to improve their performance in the classroom.

Responsibilities:

- Assist junior and/or high school-aged immigrant and ELL program registrants with required skills in the academic areas of Literacy, Science and Math in both one-to-one and small group settings.
- Support program registrants and their families in developing positive at-home study skills.
- Encourage and engage program registrants in positive social and recreational interactions/situations
- Complete weekly lesson plans, program registrant progress reports and other paperwork as required
- Build and maintain positive, collaborative relationships with school staff, including (but not limited to) administration, teachers and support staff.
- Attend monthly meetings and/or trainings as required.
- Participate in program-related field trips.
- Perform other duties as required.

Qualifications:

- Experience working with youth in a coaching/mentoring capacity
- Degree or working towards a degree in Education or related areas such as: Math, Science, Social Studies, English, and Literacy, ESL
- Knowledge of Alberta Junior and Senior High School curriculum is essential
- Experience in tutoring is considered an asset.
- Experience working with immigrants and/or ELL populations is an asset
- Current Standard First-Aid certificate or willingness to obtain one prior to commencement of employment.
- Child Security Clearance or willingness to obtain one prior to commencement of employment.
- Fluency in another language other than English is considered an asset.
- Valid Class 5 Drivers License and vehicle required.

Please submit your cover letter and resume to hr@cbfy.ca by November 22, 2017. We thank all candidates who apply. Only those selected for an interview will be contacted. No phone calls please. The Calgary Bridge Foundation for Youth provides equal opportunity in employment and encourages applications form all qualified persons.