



POSITION DESCRIPTION

POSITION TITLE	Math Enrichment Tutor
REPORTS	Program Manager, Coaching Specialists
SERVICE LOCATIONS	Positions available across the state

ORGANIZATION SUMMARY

Colorado Youth for a Change addresses barriers to learning by providing individualized supports throughout pivotal stages of students' education journeys. Together with stakeholders, partners, and over 30 Colorado school districts, we support children and youth from PreK through high school to maximize their learning and growth. CYC brought Math Corps to Colorado in 2021 to provide math supports for 4th- 8th grade students.

PROGRAM OVERVIEW

Colorado Math Corps is an AmeriCorps program with the mission of ensuring that Colorado students in 4th-8th grade who are struggling in math receive daily individualized support in order to improve math skills. Math skills are highly predictive of high school graduation. In fact, nearly 90% of students who fail 6th grade math drop out of high school. Colorado Math Corps is replicated from the successful Minnesota Math Corps. Service locations sites are located throughout the state of Colorado.

POSITION SUMMARY

This is an AmeriCorps service member position within an AmeriCorps program, Colorado Math Corps. Thousands of children need extra help to complete math at grade level. Take action as a tutor because students who have strong foundational math skills are better prepared for success in the classroom, community and workplace.

With great training and on-site coaching, we'll prepare you to help kids succeed. No experience necessary, as an AmeriCorps member you will be trained during a two-week orientation and receive professional development throughout your service term. We're on a mission to multiply a student's future opportunities through math!

As a Math Tutor, you'll be placed at a one school where you'll help students in elementary or middle school to improve their core math skills and gain confidence. Every day, you'll meet with students in small groups to provide extra practice and build skills.

Students make the most progress when you are there, so our tutors serve during school hours and are needed for the entire school year. The position is full-time (35- 40 hours per week), with school breaks and holidays off. This position begins on August 14th, 2023 and ends on May 31st, 2024.

ESSENTIAL FUNCTIONS

Math Intervention and Assessment

- Conduct tutoring sessions with pairs of students in grades 4-8, using evidence-based math interventions provided by Math Corps; achieve a high degree of fidelity to the scripted interventions.
- Identify students who qualify for Math Corps tutoring services based on a Math Corps designed assessment with direction from coaches.
- Assist students in improving their math skills and abilities to reach grade level expectations.



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- Develop and maintain a weekly tutoring schedule for students which maximizes the number of students served (approximately 15-18 sessions daily) and maximizes the weekly dosage of 90-minute math intervention for each student.
- Provide complete, accurate, and timely documentation of students' weekly progress scores and interventions using an online database; maintain confidentiality of all student data.
- Regularly review student data with coaches to gauge the effectiveness of the math strategies being used and determine if a change in strategy is necessary.
- Assess, with a high level of accuracy, students' continual progress using tri-annual benchmark assessments and ongoing progress monitoring assessments.
- Participate in regular coaching sessions (includes observation of tutor) to review student progress, plan, problem-solve, and set goals; act on constructive feedback from coaching sessions.
- Participate in all required Math Corps sponsored training sessions, meetings, and coaching sessions, including peer professional development/cluster meetings, and member meet-ups; travel as necessary.

Communication

- Communicate and interact with students in an age and developmentally appropriate way.
- Build professional relationships and communicate regularly with classroom teachers and Coaches regarding student schedules, interventions, student progress, etc.
- Communicate effectively with Math Corps staff and school site personnel.
- Complete and maintain hours plan to ensure completion of service hours in collaboration with coaches and Program Staff.
- Complete additional tasks as part of an action or professional development plan as assigned by coaches or Program Staff

HOURS AND TERM OF SERVICE

Members are required to serve full-time (35-40 hours a week), during a typical school schedule. Daily hours are usually within the time frame of 7:30am to 4:30pm, Monday through Friday. However, this can be flexible depending on the needs of the site and/or the member. Members have off during school breaks or holidays when the students are not in school. Members may attend site-sponsored activities (e.g., family night).

This schedule format will help you meet your 1200-hour requirement between August 14th, 2023 and May 31st, 2024. *Members are required to commit to the full term of service.* Members are required to participate in regular team meetings via Zoom. On August 14th, members will begin their term of service with two weeks of orientation via Zoom, and begin in their after completing training.

MEMBER TRAINING

Members will participate in a two-week onboarding training at the beginning of their service term. Currently, all of orientation is completed online. Members will participate in Zoom meetings, interactive trainings, and self-directed learning projects. During orientation, members will be trained on equitable student support, individualized student support strategies, mandated reporting, data entry, and more. Members will complete their Math Corps Institute training during orientation. Members will participate in ongoing professional development trainings facilitated by CYC staff and through community partners of CYC at least twice per month. Members will also participate in professional development opportunities at their service sites which vary depending on the site.



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SERVICE LOCATION

- CYC AmeriCorps members will be placed at one school during their term of service. Placement will be determined based on the preferences of the member, needs of the member and the needs of the school. Typically, member location and mode of transportation are the biggest consideration. Although members are placed at one school, there will be regular opportunities to connect as a larger team with your fellow Math Corps members. Service locations sites are located throughout the state of Colorado.

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POSITION REQUIREMENTS

- 17 years or older by start date (17-year-olds must have guardian permission)
- Be a U.S. citizen or lawful permanent resident
- Have a high school diploma or G.E.D
- Not have served more than the allowed number of AmeriCorps terms previous to this term.
- Submit to a full background check, including a sex offender registry check, state criminal history registry check, and FBI fingerprint-based check. This position has recurring access to vulnerable populations and selection is contingent upon satisfactory results of these checks.
- Speak, read, and write English fluently
- Basic computer skills, including the ability to navigate online systems and email.

PREFERRED QUALIFICATIONS

- Interest in education, specifically helping children develop math skills.
- Dedication to community service.
- Strong planning and time-management skills.
- Strong capacity to be flexible and adaptable to varied circumstances, paired with a conscientious commitment to adhere to the Math Corps tutoring model with fidelity.
- Consistent follow-through.
- Ability to accept and incorporate constructive feedback from coaches and program staff.
- Ability to work with diverse identities.
- Ability to adapt to a sometimes challenging and high-pressure environment.

BENEFITS

- Free and immediate health insurance through Corps Network - Cigna
- Living allowance of \$1,257 pretax distributed on the 3rd and 18th of every service month
- Eli Segal Education Award of up to \$4,826.50 for completing the 1200-hour term (for members starting in August), \$3,447.50 for completing the 900-hour term (for members starting in October), and \$2,626.27 for completing the 675-hour term (for members starting in January)
- Bus pass for everyday commute for members utilizing public transportation OR mileage reimbursement for members utilizing a personal vehicle for any miles traveled during the school day (this DOES NOT include reimbursement for normal commuting miles)
- Members participate in professional development and training including topics such as motivational interviewing, restorative practices, positive youth development, equity and anti-oppression, education policy and funding, etc.
Access to the Member Assistance Program (MAP) that provides free, confidential, 24/7 phone counseling to members and 3 free in-person or telehealth sessions with a licensed clinician.



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- Federal Loan Forbearance – AmeriCorps will pay off interest that is accrued during your term of service on all eligible student loans.

Questions? Please contact CYC's Talent Acquisition Manager, Cassie Dubov, at CassieD@youthforachange.org.

CYC and Colorado Math Corps are committed to inclusion and prohibits unlawful discrimination on the basis of genetic information, sex, sexual orientation, gender identity, gender expression, race, color, national origin, age 40 and over, religion, disability, or any other applicable status protected by federal, state or local law.

CYC and Colorado Math Corps will make reasonable accommodation for otherwise qualified individuals with known disabilities or whose service requirements interfere with a religious belief unless doing so would result in an undue hardship or a direct threat to CYC/Math Corps. Please contact Human Resources at 303.292.2779 to request accommodation or for questions/concerns regarding this policy.