



**Multicultural Association  
of Wood Buffalo**

**Multicultural Association of Wood Buffalo** invites applications from qualified candidates for the position of **Tutor** for the **After School Tutoring Program (ASTP)**

<b>Date:</b>	July 31, 2017
<b>Job title:</b>	Tutor
<b>Program:</b>	After-School Tutoring Program (ASTP)
<b>Positions available:</b>	3
<b>Reports to:</b>	Program Manager
<b>Duties:</b>	As outlined in the Job description
<b>Closing Date:</b>	Until suitable candidates are found

**Employer Information:**

The Multicultural Association of Wood Buffalo was established in 1985 to support cultural groups and newcomers through programs and events and to foster cross-cultural awareness and understanding. For more information visit our website at [www.multiculturefm.org](http://www.multiculturefm.org).

**Job Description:**

The ASTP Tutor reports to the Program Manager develops and coordinates the After School Tutorial Program, facilitates program sessions, promotes the program, and completes program reports. ASTP is a program designed to help Limited English Speaking (LES) children develop their language skills, increase their confidence, and provide homework support. The ASTP Tutor reports to the Program Manager.

**Education & Experience:**

The preferred candidate will have post-secondary education, diploma, or certificate in Education, English, or Child Development. Other related education and experience will be considered. Preference given to those who have worked with LES children and/or have teaching experience.

**Skill Requirements:**

- Proficient in English with preference for bilingualism (Must produce an English language proficiency test if English is a second language)
- Excellent teaching skills and an aptitude for working with children
- Strong organization and time management skills
- Strong report-writing skills
- A passion for multiculturalism, diversity, and inclusion

**Employment Details:**

- 3 Positions available
- Applicant must be a resident of Fort McMurray
- Casual position (hours may vary 8-20 hours per week excluding school holidays)
- Duration: September-June with possible annual renewal
- Pay of \$25 per hour
- Closing Date: Open until a suitable candidate is found

Resumes can be submitted to [programs@multiculturefm.org](mailto:programs@multiculturefm.org)

We thank all those that apply; however only those selected for an interview will be contacted.