



Academic Tutor Profile

Academic Tutor:

An iGrad Academic Tutor provides instruction in specific subject areas and general study habits to students needing academic assistance. Instruction may be on a one-on-one or group setting basis. Tutors will be matched with students based on subject area and other preferences. Tutoring sessions will be individualized to student needs.

Qualifications:

- 18 years or older.
- Have no less than a high school diploma or equivalent
- Professional educational, training, or other relevant background in subject area to be tutored.
- Prior tutoring experiences desired, but not required
- Submit a Volunteer Application and Agreement, 2 forms of reference, and a copy of a photo ID.
- Pass a criminal background check
- Successfully complete an interview with an iGrad Volunteer Coordinator.
- Exhibit a genuine concern for students
- Be sensitive and adaptable to learner's differences and needs
- Accept people from different cultures, backgrounds, and ages
- Commitment to changing lives through education
- Exhibit patience and enthusiasm

Essential Function / Responsibilities to Student:

- Ability to commit to fall semester (August thru December) or spring semester (January thru May)
- Tutor in Bartholomew County middle and high schools in a wide variety of subjects:
 - English
 - Sciences—Biology, Chemistry, Physics and Earth Sciences
 - Math---Pre-algebra, Algebra, and Geometry
 - Health
 - General study habits
- Attend tutoring sessions as scheduled. Typically Monday thru Friday between 7:45 to 4:00
- Observe confidentiality at all times.

Responsibilities to iGrad Program:

- Attend an initial iGrad Interview and training
- Keep iGrad Volunteer Coordinator and iGrad coach informed about tutoring experience, job assignments, or any concerns you may have
- Complete evaluation survey as requested

Benefits:

- Play an important role in increasing high school graduation rates
- Help a student succeed
- Contribute to your community
- Participate in a successful program with other active, interesting volunteers
- Receive encouragement and recognition for your efforts