



## EMPLOYMENT OPPORTUNITY

### OPEN TO THE PUBLIC

#### Afterschool Tutor – Term

Department: Human Resources, Education & Training

Posting Date: December 23, 2019

Standard Hours Bi-Weekly: 75 Full-time

Start Date: Immediately

End Date: June 4, 2020

Salary: L5 S1 (\$30.91 hourly)

**Closing Date 4:00pm (PST): Until Filled**

After School Tutors are responsible for helping TH students succeed in their day-to-day learning/education through support, guidance, positive reinforcement and feedback. The main function of this position is to help students reach their full potential by supplementing the instruction they receive in class and to guide them toward study practices and aides that can help them excel. Tutors will offer compassionate and motivating assistance to all students.

**If this opportunity interests you, please submit a cover letter & resume clearly demonstrating the qualifications below, as selection for further consideration will be based solely on the information you provide:**

#### Essential Qualifications:

- Post-secondary diploma/degree in a related field (e.g. education, social or human services, child and youth work, family studies). An equivalent combination of education, training and experience may be considered;
- Academic background with some knowledge in social and natural sciences, humanities and applied mathematics;
- Teaching and/or tutoring experience with youth grades 4-12;
- Working knowledge of learning styles, study skills, student success techniques;
- Excellent organizational and time management skills;
- Good communication skills, both verbal and written;
- Good knowledge of TH culture and social structures;
- Ability to work flexible hours and work independently;

#### Assets:

- Teaching certification is an asset;
- Conflict resolution, mediation, and crisis management;
- Good record keeping and reporting skills (verbal and written);

#### Conditions of Employment:

- Criminal Record Check;
- Class 5 Driver's license with clear driver's abstract;
- Standard First Aid.

**A detailed job description is available upon request.**

For more information, contact Human Resources

Phone: (867) 993-7100 – EX: 126 or 212 Fax: (867) 993-6553 Email: [hrjobs@trondek.ca](mailto:hrjobs@trondek.ca)

Mail: Tr'ondëk Hwëch'in Government, P.O. Box 599, Dawson City, Yukon, Y0B 1G0

Physical Location: 1242 Front Street, Dawson City, Yukon

**We thank all applicants, but only those selected for further consideration will be contacted.**

*“To work together, to speak with one voice and to serve Tr'ondëk Hwëch'in Citizens in the pursuit of a strong, healthy, and united future.”*