YOUR WORDS STL

==TUTOR REQUIREMENTS==

PRIMARY QUALIFICATIONS:
1. Age 21 and over
2. Senior in college, graduate, professional, or retired.
3. If enrolled in college, GPA of 3.0 or higher
4. Good interpersonal communication skills
5. Commitment to 90 minutes per week for one school year (Late August to Early June)
6. Commitment to the goals and objectives of YourWords STL
7. Approved background check
8. Once the background check is approved, one will need to attend a training session prior to the first tutoring session.

ADDITIONAL QUALIFICATIONS:
9. Passion for literature and writing
10. Passion for education
11. Empathy for underserved youth
12. Desire to serve others
13. Willingness to expand one's skills as a tutor through reading and professional development

RESPONSIBILITIES:
1. Assisting students individually with homework, college and/or job applications, and writing skills
2. Regular weekly 90 minute attendance
3. Adherence to policies listed in YourWords STL Tutor Manual, which must be reviewed and signed at a training session prior to start date
4. Familiarity with materials and procedures of YourWords STL
5. Maintaining confidentiality
6. Clearing work areas after completing a tutoring session (putting away pens, pencils, instructional materials, equipment, and other items)
7. Signing up for tutoring sessions online (Signup.com)
8. Other related duties as assigned by Program Director and Tutor Coordinator

RESPONSIBLE TO:
Tutor Coordinator tutors@yourwordsstl.org

WRITING SAMPLE:
Please answer in the space provided: **Why would you like to tutor for YourWords STL?**

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☐ I understand that the students, whom YourWords STL serves, need consistent presence in order to preserve their trust. Therefore, I will uphold my commitment to weekly tutoring, to the best of my abilities.

BACKGROUND CHECK:
Potential tutors will need to provide information for Marygrove's background check, along with:
1. Copy of Driver License
2. Copy of Social Security Card
3. Deposit of $25, which will be FULLY REFUNDED after attending 4 tutoring sessions.

IMPORTANT LINKS:
Marygrove's Background Check
Tutor Manual
Online Sign-up