

Position Description



Position Title	Language Development Tutor
Program	Minnesota Language Corps
Reports to	Program Staff and Internal Coach

Position Summary

The Language Development Tutor is placed at a middle school to provide academic and social-emotional support and after school enrichment opportunities for Long-Term English Learners. Tutors engage and empower students in their English language development through intentional, one-on-one relationships that use research-based learning and youth development strategies. This is an AmeriCorps service member position with the AmeriCorps program, Minnesota Language Corps.

Essential Functions

English Learner Strategies and Assessment

- Provide a caseload of Long-Term English Learner students with daily academic English tutoring using interventions assigned by the program.
- Working with a licensed teacher, provide small group and one-on-one instruction or support as well as in-class academic coaching within content classes.
- Engage students in one-to-one mentoring and coaching to support their personal and academic goals.
- Collaborate closely with teachers to provide students with differentiated instructional support.
- Assess student academic progress using assigned assessments as instructed.
- Develop and lead after school enrichment classes focused on hands-on learning and social-emotional development.
- Become familiar with and utilize site or program-required technology to reinforce academic skills and increase student engagement.
- Support family engagement in student learning at school through regular communication with families.
- Develop and maintain a weekly schedule which maximizes the number of students served.

Communication

- Communicate and interact with students in an age and developmentally appropriate way.
- Communicate professionally and effectively with families, program staff, and site personnel.

Attendance

- Demonstrate regular, timely attendance and adherence to hours as scheduled.
- Commit to service for the full-service term, serving the total commitment of hours within the term.
- Participate in all required training sessions, meetings, and coaching sessions. Travel as necessary.
- Represent the program at site-sponsored activities (e.g., family night). Recruit community volunteers to participate in site-based events or language focused programming.
- Actively participate in service projects and commemorating days such as Martin Luther King, Jr. Day (as applicable). These may include evening and/or weekend hours.
- Be an ambassador of the program by submitting Great Stories and participating in outreach activities.

Minimum Qualifications

- Must be 18 years of age or older by two weeks prior to your start date.
- Must have at least a high school diploma or its recognized equivalent by your start date.
- Must be either a citizen, national, or lawful permanent resident of the United States.
- Must pass mandatory National Service Criminal History Checks.
- Must not have served four or more prior terms of service with AmeriCorps State or National.
- Speak, read, and write English fluently.
- Basic computer skills, including the ability to navigate online systems and email.

Preferred Qualifications

- Relevant experience with language learning.
- Language skills in Somali, Spanish, Hmong, Arabic, Karen and/or Oromo.
- Experience working with young people.

Ampact will not discriminate for or against any AmeriCorps service member or applicant on the basis of race, color, creed, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, familial status, military service, or any other category protected by law.

Reasonable accommodations provided upon request. This document is available in alternative formats