

# SCHOOL DISTRICT OF LEVY COUNTY

## JOB DESCRIPTION

### Tutor

**QUALIFICATIONS:**

- 1) Have an AA degree or pass the Para Professional test.

**REPORTS TO:**

Teacher / Principal

**JOB GOAL**

Tutors will work with individuals and/or students under the supervision of a teacher.

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

- (1) Work with individuals and/or small groups of students under the supervision of a teacher;
- (2) Provide assistance to students in the areas of reading, writing, math and/or science under the supervision of a teacher;
- (3) Motivate and encourage students as they work to master skills and lead them to work independently.
- (4) Supervise students in structured and unstructured settings, maintaining discipline and order within student groups.
- (5) Reinforce expectations regarding student behavior and support the ongoing development of a positive learning environment and culture.
- \*(6) Ability to work in a constant state of alertness and safe manner.

**DOE Job Code 51079**

**Revised Board Approval 04/11/2017**