

Work Study Job Description

Job Title	Spanish Work Study Position
Organization Name	Peace Community Center
Job Location	2106 s. Cushman Ave Tacoma WA 98405
Address	2106 s. Cushman Ave Tacoma WA 98405 2106 s. Cushman Ave Tacoma WA 98405 Tacoma WA 98405 2106
Pay Rate	\$10 - \$10
Employment Period	Academic Year
Hours Per Week	19 hrs/wk
Contact Supervisor	Trevor Kagochi
Phone Number	253 383 0702
Email Address	trevork@peacetacoma.org
Website	http://pcc.peacelutherantacoma.org/

Nature of Organization

The Hilltop Scholars After-School Program offers a safe, structured, and supervised place for high school students to complete homework and receive FREE tutoring and college preparation mentoring.

Duties and Responsibilities

- To be able to translate English into Spanish and vice versa and be willing to help staff communicate with parents/guardians of students who English is a second language
- To deliver quality academic assistance according to your abilities and the students' needs.
- To interact with the Hilltop Scholars students at all times (e.g., during tutoring time, snack time, clean up time, and any Brain Building time.)
- To support the Program Director with administrative duties where and when appropriate..
- To attend training provided by the Volunteer Coordinator

Minimum Qualifications

- Recommended that the applicant is currently enrolled in college.
- Good work ethic.
- Ability to get along well with others, especially teenagers.
- Belief that every student can learn and should have the opportunity for higher education.
- Proficiency in Spanish.

Educational Benefits

- Effective tutoring strategies to tutor students.

Learn:

- To work with a diverse group of high school students from low income households.
- The purpose and function of a non-profit organization as an entity for educational empowerment and positive transformation in a diverse community.
- The necessary work ethic to be successful at a non-profit organization.
- Build your resume. Graduate schools and employers value community engagement.
- Letter of recommendation by Program Director

How to Apply

Please contact Leigh Cobb at:

leighc@peacetacoma.org

253 383 0702

Job Number: 70OCC05 | Category: Education | Program: Community Service - STA | Reimbursement Rate:
70%