

An Equal Opportunity / Affirmative Action Employer  
**PROFESSIONAL EMPLOYMENT OPPORTUNITY**

**DATE OF POSTING:** **August 11, 2017**

**POSITION:** My Brother's Keeper Tutor/Mentor *[Pending Grant Approval]*

**ASSIGNMENT:** PS-12

**REQUIREMENTS:** Must be an ALP certified faculty member;  
or have a Bachelor's Degree;  
or an Associate's Degree/ 2 or years of college completed and have at  
least 2 years of related experience

**RESPONSIBILITIES:** [Include but are not limited to]

- Meet at least weekly with the student mentee
- Keep a log of meeting times and dates to be submitted to the Project Leader twice a month
- Provide students with academic support across all subjects
- Monitor student academic performance
- Develop relationships with students to increase their overall success in school
- Collect information on student interests, struggles either academically, socially, emotionally or disciplinarily
- Assist in constructing a plan for student improvement
- Aid students in identifying their present and future goals
- Provide daily/weekly opportunities for students to talk with you about their concerns and assist them in troubleshooting challenges they are experiencing
- Work collaboratively to plan and implement group activities for student mentees

**EFFECTIVE DATE:** Immediately  
One (1) day per week, 3:00 – 5:00 pm

**SALARY:** \$32.00/hour, Certified Teachers *[Pending Grant Approval]*  
\$26.00/hour, Certified TA's or other qualified candidates as indicated  
above *[Pending Grant Approval]*

**CLOSING DATE:** **August 18, 2017**

Please send a letter of interest along with a list of four (4) references to:

**Office of Human Resources**  
**475 First Street Troy, NY 12180** or via e-mail at:  
[humanresources@troycsd.org](mailto:humanresources@troycsd.org)

In accordance with SAVE Legislation  
fingerprint supported criminal background check required for selected applicant.

The Enlarged City School District of Troy does not discriminate on the basis of age, race, color, national origin, sex, disability or marital status in employment or any of the educational programs and activities that it offers or operates. We seek and encourage an ethnically and culturally diverse pool of candidates to seek employment with the District when job openings occur.