

AmeriCorps Tutor Leader Job Description

Position Summary

The AmeriCorps Tutor Leader serves in the delivery of high-quality reading lessons to elementary students who demonstrate a need for services. Working from pre-written reading lesson plans, AmeriCorps Tutor Leaders teach essential reading skills including phonological awareness, phonics and word work, vocabulary, reading accuracy, fluency, comprehension, and writing. Every AmeriCorps Tutor Leader is supported with structured training, ready-made lesson plans, and ongoing professional development.

All AmeriCorps Tutor Leaders interact with and deliver high-quality reading lessons based on pre-written lesson plans to elementary students. In addition, every AmeriCorps Tutor Leader will:

- Plan individualized lessons
- Prepare materials for each lesson
- Provide individualized lessons
- Write a reflection for each lesson, capturing both tutor and student success and next steps
- Conference with the teacher during and after lessons
- Complete a data sheet for each lesson
- Administer informal or progress-monitoring assessments

Teaching Focus

AmeriCorps Tutor Leaders teach elementary students essential reading skills, including phonological awareness, phonics and word work, vocabulary, reading accuracy, fluency, comprehension, and writing.

Schedule

Typical weekly tutoring schedule is Tuesday through Thursday, 3:15 to 6:00 pm.

Orientation and Training

Every AmeriCorps Tutor Leader receives a READ USA-specific orientation and training that includes:

- The Tutor Handbook policies and procedures
- General tutor position orientation, including navigating the READ USA online platforms
- Reading lessons, frameworks, and writing components

- Phonics, phonemic awareness, and vocabulary instruction
- BEST benchmarks
- Administering reading assessments
- Workforce development expectations

AmeriCorps Tutor Leader also participate in teacher-led professional development and participate in and complete workforce development training modules.

Eligibility

- Must be at least 17 years old prior to the start date
- Must be able to commit to a full year of service (300-hours), August through May

Time Commitment and Service Expectations

- Tuesday through Thursday, 3:15 to 6:00 pm tutoring schedule
- Participation in community service opportunities, including some weekends
- Attendance at monthly workforce and leadership development events
- Completion of AmeriCorps service hours throughout the program year

Compensation and Benefits

- A consistent weekly stipend
- Incentive pay available by completing service hours on time throughout the program year
- Upon completion of service hours, eligibility for the Segal Education Award, which can be applied to future educational expenses such as tuition and loan repayment

READ USA is an equal opportunity employer.