



50 East 168th Street, Bronx, New York 10452
www.WHEDco.org

Title: Math & Science Tutor
Location: WHEDco Teen Program, Bronx, NY
Reports to: Teen Program Coordinator

About Us:

The Women’s Housing and Economic Development Corporation (WHEDco) is a community development organization founded on the radically simple idea that all people deserve healthy, vibrant communities. We build award-winning, sustainable, affordable homes – but our work is not over when our buildings are complete. WHEDco believes that to be successful, affordable housing must be anchored in strong communities that residents can be proud of. WHEDco’s mission is to give the South Bronx access to all the resources that create thriving neighborhoods – from high-quality early education and afterschool programs, to fresh, healthy food, cultural programming, and economic opportunity. See www.whedco.org for more information.

Job Summary:

Under the direct supervision of the teen program coordinator, the math and science tutor will assist both individuals and small groups in necessary tutoring in all STEM fields, as well as assist in the instruction of the math curriculum during SAT/ACT preparations.

Responsibilities:

- Provide individual and small group tutoring in a classroom setting.
- Provide academic support and lead class during instructional hour for SAT/ACT prep.
- Encourage positive study habits.
- Attend all required staff and planning meetings.

Qualifications:

- Strong academic skills in math and science
- Minimum of two years’ professional experience working with adolescents in a classroom, afterschool, or community-based environment. Substantial volunteer work will be considered.
- Demonstrated interest in the field of education or child development.
- Able to work Monday through Thursday from 6:00 p.m. to 8:00 p.m.
- Well-organized, able to work both independently and collaboratively.
- Bilingual (English/Spanish) is a plus.
- Previous work experience in low-income communities is preferred.

Competitive hourly rate based on experience. This is a part-time hourly position.

To apply, please send a cover letter and resume to teenprogram@whedco.org (include “STEM Tutor” and your name in the subject line).

WHEDco affords all qualified applicants equal employment opportunities without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, or any other category protected by law. WHEDco follows the requirements of the New York Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.