



**United Way
of Greater Chattanooga**

Tutors

Payments will be monthly

College Students/ Paraprofessionals-\$20/hour plus 30 paid minutes of planning time per week

Certified teachers- \$30/ hour plus 30 paid minutes of planning time per week

Requirements

-Pass background check (paid for by United Way)

-Commit to tutoring entire semester (12 weeks, 3 sessions per week; goal is 30 sessions with student per semester)

-Complete training modules prior to beginning tutoring (in person or virtually)

-At least three tutoring sessions per week, 30-45 minutes each depending on the grade of the child

Tutor to Student Ratios

1st-5th Grade	Certified Teacher 1:3	College Student/ Paraprofessional 1:2	Volunteer 1:1
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30 minute sessions			
6th-8th Grade 30-45 minute sessions	Certified Teacher 1:4	College Student/ Paraprofessional 1:2	Volunteer 1:1

Curriculum and Progress Monitoring

Students in 1st-3rd grade will receive tutoring in Literacy

Students in 4th-8th grade will receive tutoring in Math

All math students will need to be progress monitored three times a month on Zearn

If Tutoring Virtually

- Log in 5 minutes early
- Make sure audio is correctly working
- Check that the video screen is at correct angle for student(s) to see you

After Tutoring Sessions

- Take notes of what curriculum was complete, what successes and challenges student(s) encountered
- Enter attendance for every session
- Prepare for the next session

Communication

- Need to notify Community Partner Site and Site Director immediately if they are sick/ unable to attend a tutoring session
- Send monthly communication log to families (template will be provided)