

PART-TIME TUTOR  
Talent Search  
Neosho County Community College

**Description:** Neosho County Community College welcomes applicants for the position of Part Time Tutor as part of the Educational Talent Search program. Seeking tutors for Chanute High School, Royster Middle School, Galesburg Middle School, Altoona-Midway Middle School and High School, St. Paul Middle School and High School. Knowledgeable of all core classes.

The majority of meeting times with students would be before the high school day begins and after it ends, approximately 7:00-7:45 am & between 3:00– 5:00 pm. Tutors and students may arrange to work together on weekends or after the school closes, but must meet at a public space, (i.e. Public Library, Talent Search Office) or via video chat. Hourly wage is between \$9.00-\$13.00 depending on previous experience and education. Tutors may expect to work approximately 10 hours per week.

**What is Talent Search?**

Educational Talent Search (ETS) is a federally funded TRIO program. Through early intervention and with the services provided, ETS encourages students to remain in school, graduate from high school, and pursue college or vocational/ technical education. ETS serves students in middle school, high school, and those with a desire to return to school. All services are FREE and provided by trained, professional staff. Funded by a grant from the U.S. Department of Education - Grant # P044A170486 in the amount of \$322,260.00

**Minimum Qualifications:**

1. Must demonstrate academic competence for subjects to be tutored; if a high school or college student, must have a minimum of 3.0 GPA overall.
2. Possess characteristics of responsibility, desire to help students, flexibility, and an open-minded, non-judgmental attitude.
3. Ability to communicate information clearly.
4. Freedom from racial/ethnic biases.
5. Ability to work with students from disadvantaged backgrounds.

**Employment Date:** Beginning Immediately

**Application Deadline:** Review of applications and interviews of qualified candidates will begin immediately and continue until position is filled.

**To Apply:** Electronically submit the following to:

*NCCC Human Resources Director Karin Jacobson. Email: [hr@neosho.edu](mailto:hr@neosho.edu).*

- NCCC employment application:  
<https://www.neosho.edu/Portals/0/Employment%20Application.pdf?ver=2019-07-09-073546-997>)
- Talent Search online application:  
[https://docs.google.com/forms/d/e/1FAIpQLSe47UOYS5VeToLULIH5hiGw0B\\_FuL\\_oWGWPhtcUF\\_m02KXrBA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSe47UOYS5VeToLULIH5hiGw0B_FuL_oWGWPhtcUF_m02KXrBA/viewform?usp=sf_link)
- Cover Letter
- Resume

For Additional information, you can email [ahames@neosho.edu](mailto:ahames@neosho.edu) or call, 620-432-0412

**Non-Discrimination:** NCCC is an EOE/AA employer. The current non-discrimination policy can be found at: <http://www.neosho.edu/Portals/0/Policies/Employee/Personnel/Nondiscrimination.pdf>.