



LILLOOET TRIBAL COUNCIL

650 Industrial Place, PO Box 1420, Lillooet BC, V0K - 1V0
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Job Posting

Job Title: Program Tutor
Department: Community Adult Learning Centre
Organization: Lillooet Tribal Council
Term: Contract 7-14/hrs. per week
Salary: \$30.00/hr.
Posted: November 27, 2023 REPOST
Closed: "Open until filled"

JOB SUMMARY:

The program tutor reports directly to the Program Manager and exercises considerable independence to fulfill tutoring duties that support the CALC Health Care Assistant program and facility. The tutor supports the students and CALC education and training programs.

QUALIFICATIONS:

- BA degree in relevant subject preferred or equivalent combination of education and experience
- Experience teaching/tutoring Adult learners
- Strong interpersonal, written, and verbal communication skills
- Ability to work one-to-one and in groups
- Experience working with Indigenous peoples
- Ability to set work plan with proven analytical and problem-solving skills independently
- Strong organizational/time management skills
- Knowledge of MS office, internet, and other social media platforms
- Valid drivers license and ability to travel

RESPONSIBILITIES:

- Assist students with online learning
- Provide one-on-one and small group tutoring
- Devise new methods of teaching/learning if student is having trouble learning Through conventional method
- Provide updates to Program Manager
- Ability to work individually and as part of a team
- Carry out other duties when required

SUBMIT RESUME AND COVER LETTER TO:

ATTN: Andrea Leech, Administrator at info@lillooettribalcouncil.ca

For detailed description and/or more information contact Stephanie Joseph, Program Manager at stephanie.joseph@lillooettribalcouncil.ca or 250 256-7523 Ext 303.

Apply for job