



## House of Hope – Children’s Tutor Volunteer Service Description

---

<b>Job Title:</b>	Children’s Tutor
<b>Reports To:</b>	House of Hope Staff
<b>Written By:</b>	Director of Volunteer Services
<b>Position Summary:</b>	Tutors are needed to provide instruction in reading, writing and arithmetic for children, between the ages of 4-11 (pre-K through 7 <sup>th</sup> grade).  Tutoring Times: Monday – Friday – 3:30 PM – 5:00 PM
<b>Date:</b>	3-31-08

### **Volunteer Service Responsibilities and Duties**

1. Provides educational instruction in reading, writing and math to children from ages 4-11, living in the House of Hope.
2. Assist children with homework and school-related assigned activities.
3. Encourage children to exercise good study habits and scholastic discipline.
4. Provides and maintains a clean, safe environment for children.

### **Job Skills & Requirements**

1. Christ-centered behavior, treating children, mothers, and staff with dignity, respect, compassion and integrity at all times.
2. Willingness to take instruction from the House of Hope Staff.
3. Proven record of being prompt, reliable, and committed.
4. Ability to serve and work with children on different emotional levels.
5. Ability to discern when children are experiencing a difficult day.
6. Regular involvement in a local Bible-believing church.
7. Willingness to commit to ministry for at least three months.
8. Live Scan printing (fingerprinting) is required.

### **Dress**

Casual, comfortable attire.