



Federal Work-Study Position

Salary: \$13 per hour
Location: College & Career Readiness Building
Job Type: Federal Work-Study/Part-time Tutor
Department: College & Career Readiness
Opening Date: 2023-2024 Fall/Spring Semester

General Job Description

The College and Career Readiness Tutor will assist adult learners in a range of Adult Education programs. This will include students in the High School Equivalency program. The College and Career Readiness tutor will support students who speak different languages by translating and explaining assignments in English.

Duties

- ⚙ Tutor College and Career Readiness students in reading comprehension, writing, and math.
- ⚙ Tutor students in other subjects including science and social studies.
- ⚙ Participate in special programs, activities, and/or events that will help to foster literacy.
- ⚙ Aid students with developing their technology skills, as needed.

Required and Preferred Qualifications

- ✓ Admitted to a degree or diploma program.
- ✓ Meet the Satisfactory Academic Progress requirements for Federal Student Aid
 - Earn and maintain a cumulative GPA of at least 2.0.
 - Earn and maintain a cumulative completion rate of 67%
 - Complete your program of study within 150% of the published length of the program.
- ✓ Complete and submit a Federal Work-Study Application to the Office of Financial Aid and Veterans Affairs
- ✓ Pass a background check that is utilized by Randolph Community College when hiring all employees.

While the Federal Work-Study program has no specific enrollment level requirements, Randolph Community College gives priority to students enrolled in at least six credit hours each semester.

Agency | Randolph Community College
Address | 629 Industrial Park Ave. • Asheboro, North Carolina, 27205

Phone | 336-633-0256
Website | www.randolph.edu/rcc-jobs.html