

BLC Tutoring Job Description

This job opening is for our Fall and year-round classes. You will teach students from grades 2 to 12 in individual lessons at our learning center. We are open Monday through Friday after school from 2:30 pm to 8:30 p.m and on Saturday from 9:30 am -7 pm.

Scheduling is flexible. You can choose how many hours you prefer to work and which days and times are best for you. You may also choose which subjects you will teach. We hire outstanding, knowledgeable, passionate tutors who desire to make a difference in the lives of their students and who are eager to pass on their love of learning.

Job Details:

- Teach Math, English, ESL or science in one-on-one tutoring
- Math levels range from Pre-Algebra through Calculus and SAT/ACT prep.
- English levels range from beginning ESL to AP English Language and SAT/ACT prep.
- Science classes include Chemistry, Biology, and Physics at an AP/IB level.
- Work from September 2018 through June 2019 and summer if possible

- Individual tutoring for 1.5-hour lesson per student
- Starting Pay: \$20-\$23 per hour
- Automatic and merit-based raises available after a trial period
- Part- time: 10 - 35 hours per week, Monday - Saturday

Education and Experience:

- Teaching experience is preferred but is not a requirement for outstanding applicants.
- College degrees are strongly preferred. We rarely hire undergraduates.
- You will be tested within your subject area during the interview. We will only hire candidates you can demonstrate considerable ability in their subject areas.

Here are some of the perks of working at BLC:

- Independence
We don't micromanage our tutors. Instead, we hire competent people and trust them to choose the best approach for each student and subject. We will offer you

support, guidance, and resources, and then turn you loose to help your students.

- **Flexible Scheduling**
Choose which days and times are best for you and we will set up a teaching schedule to fit. You choose how many hours per week you want to work.
- **Competitive Pay**
Starting pay is \$20-\$23 per hour. After a brief trial period, you will be eligible for regular automatic raises as well as performance-based raises.
- **Modern, Professional Facility**
Unlike other tutoring centers, we don't use open space or cubicles. We have proper classrooms with comfortable chairs, clean, spacious desks, markerboards, and bookshelves.
- **Friendly Work Environment**
Our tutors are mostly young professionals or graduate students. We are an enthusiastic group and are always willing to help each other with advice, resources, or suggestions. The owners, Mr. and Mrs. Kim, are friendly and encouraging. They know every student can do their best to make every lesson as effective and helpful as possible.
- **Student Focused**
We care about what's best for the student. We hire tutors who will actively seek out and provide the best help that they can. This creates a positive, inclusive, and effective learning environment.
- **How to apply:**
Send your resume and cover letter to jobs@bellevuelearningcenter.com
We will contact you to invite for an interview.
- **Location:** 13122 NE 20th St. #300 Bellevue WA 98005