



M.A.P. Academic Program Activity Instructor/Tutor

Monday -Thursday 3 pm-8 pm

5-20 Hours per week

Occasional Weekends

This position supports the development and delivery of the My Action Plan to Education program, offering tutoring and social activities for elementary and high school students.

The successful candidate(s) for this position will possess the following qualifications:

- ❖ University Degree or College Diploma in Education, Social Work, Child & Youth or related field
- ❖ High Five Certification in Principles of Healthy Child Development 100 an asset * **BGC offers free training**
- ❖ Provide academic support/tutoring for children & youth in grades 4-12
- ❖ Plan and implement group activities that would encourage participants' involvement while meeting the goals and objectives of the My Action Plan program
- ❖ Assist with supervision of child & youth attending the program as well as co-op students, volunteers and tutors
- ❖ Assist with general cleanliness for program rooms and organize and prepare classroom materials
- ❖ Be able to develop and deliver activities and workshops on some core concepts of school subjects
- ❖ Identify trends in Child & Youth study habits and subject weak areas to develop intentional content delivery
- ❖ Stay up to date on innovative ideas, concepts or trends in education and incorporate changes into the curriculum
- ❖ Train volunteer tutors on providing optimal one-on-one tutoring experiences.
- ❖ Provide intentional one-on-one and group tutoring sessions
- ❖ Support children & youth with emotional or behavioural problems and help develop their social skills
- ❖ Foster a purposeful atmosphere; maintaining good classroom management
- ❖ Assist with program recruitment and promotion
- ❖ Current First Aid & C.P.R. certification required (**can be obtained after hiring**)
- ❖ Vulnerable Sector Police Clearance issued by local police station
- ❖ Full G Driver's License required; access to a reliable vehicle is an asset
- ❖ Program is run out of the Club which is located at 184 Horton St., London as well as some off-site locations located in London

Please email your cover letter, resume, and references to:

Human Resources

BGC London

E-mail: hr@bgclondon.ca

INCLUDE JOB TITLE IN YOUR APPLICATION

No phone calls please

BGC London (BGCL/ the "Club") is an equal opportunity organization and welcomes and encourages applications from people of all gender identities including people of visible minorities, Indigenous peoples and people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

We welcome all resumes but only those granted an interview will be contacted.