

LAYNE ELEMENTARY SCHOOL

POSITION: Computer Lab Tutor Work Study
DIVISION: Community Service
DEPARTMENT: Tutor Program
BUILDING: Layne Elementary School
CAMPUS: Denison ISD

FWS SUPERVISOR: Ginger Brawley
DIRECTOR:
PRINCIPAL: Ginger Brawley
PHONE NUMBER: 903.462.7494

HOURS per WEEK: 20
(20hr MAX)

HOURS PREFERRED: 8:00am-12:00pm

JOB DUTIES:

- The FWS work study will use intervention/tutoring software
- Assist elementary students with reading and math in the computer lab
- Monitor student's progression
- Report student's progress to classroom teacher/principal
- Discuss and help with determining student next assignments based on the progress report

SOFTWARE: Reading Plus
Imagination Station
Compass Odyssey
(other various reading and math tutoring software)

SKILLS: Dependability is essential, computer skills, communication skills, professional & friendly attitude

SPECIAL NEEDS:

INFORMATION: To ensure adequate coverage throughout the day, work study hours are assigned by the director/supervisor. The work schedule is constructed in conjunction with student's schedule and the hours of operation. Students are responsible for notifying their supervisors when they expect to be late or absent.