WHERE COMMUNITY MEETS OPPORTUNITY
WARDEN WOODS
COMMUNITY CENTRE

74 Firvalley Court, Scarborough
Ontario**,** M1L 1N9
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www.wardenwoods.com

Job Description – Volunteer Tutor (Youth Program)

Position Title: Volunteer Tutor (Youth Program)
Reports To: Youth Services Supervisor and/or Youth Program Lead
Location: 74 Firvalley Court, Scarborough
Hours: 4 – 6 PM Mondays* (in-person only, minimum 2-3 hours per week, September-June)
 (*Mondays are preferred but additional days are possible)

About Us
Warden Woods Community Centre is a multi-service charity dedicated to working with and for the communities of Southwest Scarborough to address their evolving needs and interests. Our mission is to build caring, compassionate, just and interdependent community in Southwest Scarborough. Learn more: wardenwoods.com

Position Summary
The Volunteer Tutor will support youth (12 – 19 years old, Grades 7-12) within the Youth Program with their academic learning by providing one-on-one or small group tutoring in core subjects such as Math, English, Science. This role helps empower young people to develop their confidence, strengthen their academic skills, and reach their full potential. Youth will engage in tutoring support when they feel they need it and will not be required by the Youth Program to participate with tutors. Approachability and relationship-building are keys to the success of this volunteer engagement.

Key Responsibilities
- Provide academic tutoring in one-on-one or small settings in core subjects (Math, Science, English, etc.)
- Support the assessment of youth learning needs to identify strengths and challenges.
- Assist with homework, assignments, and exam preparation, while encouraging independent learning strategies.
- Adapt tutoring approaches to meet the diverse learning needs identified through assessments.
- Communicate with the Youth Services Supervisor and Youth Program Lead regarding progress, challenges, and successes.
- Act as a positive role model, fostering an inclusive and respectful learning environment.
- Support cross-departmental collaboration, contribute with enthusiasm to WWCC initiatives, and embody the values of Warden Woods as part of our unique communities.

Qualifications:
- Strong academic proficiency in one or more core subjects (English, Math, Science, etc.) for Grades 7-12
- Experience in tutoring, teaching, or mentoring youth is an asset

- Youth in post-secondary or in their last years of high school are highly encouraged to become tutors!
- Excellent communication and interpersonal skills
- Ability to build rapport and trust with young people and create a supportive learning environment
- Patience, approachability and commitment to helping youth succeed
- Ability to attend consistently over the course of the school year (regular days and hours) to support relationship-building and trust
- Familiarity with the communities and cultures of Warden Woods and Southwest Scarborough is a definite asset

Benefits of Volunteering in this Role:
- Gain experience connecting with and supporting youth in a community-based environment
- Gain volunteer hours and professional references
- Gain teaching experience

Work Conditions:
- **Time Commitment:** minimum of 2 – 3 hours per week between 4 PM and 6 PM
- **Work Arrangement:** In person at Warden Woods Community Centre, 74 Firvalley Court, Scarborough

Application Instructions:
WWCC is an equal opportunity employer committed to gender equity and social inclusion in our workplace. All qualified applications will receive consideration without regard to sex, gender identity, gender expression, sexual orientation, race, ethnic origin, colour, religion, nationality, disability, age, or any other characteristic protected by applicable law. We encourage applications from Black, racialized and Indigenous people, 2SLGBTQIA+ community members, people with disabilities, and members of other equity-deserving groups. Please notify us as soon as possible of any adaptive measures you might require at any stage of the recruitment process.

A criminal background check is required prior to commencing.

All volunteer applications must be submitted through our website. Visit **www.wardenwoods.com** and go to "**Get Involved**" then "**Volunteer**" to apply for current openings.