

JOB DESCRIPTION MANUAL

**BOARD OF EDUCATION
CLINTON TOWNSHIP**

**Support Services
Certified**

TITLE: High Impact Math Tutoring Program Manager (Stipend Position)

QUALIFICATIONS: Valid NJ Educational Services Certificate

REPORTS TO: Director of Curriculum , Instruction & Grants

JOB GOAL: The qualified teacher will facilitate the after school math tutoring program

PERFORMANCE RESPONSIBILITIES:

- communicating with parents and teachers to identify qualifying students,
- planning appropriate instruction,
- collecting, analyzing and sharing data on program results,
- contributing to a steering committee to develop a sustainable district tutoring program, and
- other tasks, as assigned

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the Board of Education.

ANNUAL EVALUATION: Performance of this job will be evaluated annually in accordance with state law and the provisions of the Board's policy on evaluations of certified staff.

APPROVED BY: Superintendent of Schools

DATE: January 22, 2024

ACCOUNT CODE(S): TBD