

# EMPLOYMENT OPPORTUNITY AT VILLANOVA PREPARATORY SCHOOL

Villanova Preparatory School, a private, co-ed Catholic Augustinian college preparatory school located in beautiful Ojai, California, is seeking a part-time English Language Arts tutor for the 2023-24 academic year. Villanova Preparatory School, operated under the ownership of the Augustinian Fathers, is accredited by the Western Catholic Education Association and the Western Association of Schools and Colleges. The school attracts highly talented and highly-motivated students seeking a quality educational experience rooted in the Catholic Augustinian tradition.

## ENGLISH TUTOR POSITION

Villanova Preparatory School is seeking a part-time English Language Arts tutor beginning in the Spring of the 2023-24 academic year who is able to tutor multiple levels of the subjects. Normal schedule would be Sunday-Thursday from 6:30 pm - 9:30 pm.

### **Major Areas of Responsibility:**

- Provide individualized and small group homework and writing assistance to students during evening study hall.
- Help students prepare for tests and final exams by leading study sessions during evening study hall.
- Motivate and support students through positive feedback and reinforcement

### **Required Qualifications:**

- Commitment to modeling the values of Catholic education.
- Undergraduate degree in English or related field.
- Experience working with English Learners.
- Experience teaching or tutoring in a high school environment.
- Flexibility and a willingness to meet students where they are academically.
- Ability to work collaboratively to promote student learning.
- Strong interpersonal and team-building skills.

### **Desired Qualifications:**

- Ability to tutor subjects other than English
- A California Single-Subject Credential in English.
- Experience with Google Classroom
- Experience working in a Catholic/Christian high school environment.

**Salary Range:** \$20-\$30 per hour based on education and experience.

### **Information/Application contact:**

Villanova Preparatory School  
12096 N. Ventura Ave.  
Ojai, CA 93023  
[www.villanovaprep.org](http://www.villanovaprep.org)  
(805)646-1464

### **Submit cover letter with resume to:**

Brian Roney, Assistant Headmaster  
[Broney@villanovaprep.org](mailto:Broney@villanovaprep.org)