Contact Information

VISION TUTORING
EDUCATIONAL FOUNDATION

Name: _____

Mailing Address: _____

Apt./Ste. _____

City, State, and Zip: _____

Cell Number: _____

Home Number: _____

Work Number: _____

Email Address: _____

Emergency Contact Person: _____

Relationship to Applicant (i.e. spouse, father, friend): _____   Contact Number: _____

Availability to Tutor

Select your **_general_** availability from the drop down menus. Select **all** that apply.
Do NOT select days/times that conflict with prior commitments (i.e. another job, church, etc.)

Monday between (select one) and (select one)   Tuesday between (select one) and (select one)

Wednesday between (select one) and (select one)   Thursday between (select one) and (select one)

Friday between (select one) and (select one)   Saturday between (select one) and (select one)

Sunday between (select one) and (select one)   Summer only ☐

Session Locations

In each column, check ONLY the counties to which you would be willing to travel on a consistent basis to tutor. There is no guarantee of students in any particular district.

COUNTIES *(MAJOR CITIES)*	1-ON-1	GROUPS
Clayton *(Forest Park, Hampton, **Jonesboro**, Lake City, Lovejoy, Morrow, Rex, and Riverdale)*	☐	☐
Cobb *(Acworth, Austell, Kennesaw, Mableton, **Marietta**, Powder Springs, and Smyrna)*	☐	☐
Coweta *(Grantville, Haralson, Moreland, Newnan, Palmetto, Senoia, Sharpsburg, and Turin*	☐	☐
DeKalb *(Avondale Estates, Chamblee, Clarkston, **Decatur**, Doraville, Lithonia, and Stone Mountain)*	☐	☐
Douglas *(**Douglasville,** Lithia Springs)*	☐	☐
Fayette *(Brooks, **Fayetteville**, Peachtree City, Tyrone, and Woolsey)*	☐	☐
Fulton- North *(**Alpharetta**, **Atlanta**, and Roswell)*	☐	☐
Fulton- South *(**Atlanta**, College Park, East Point, Fairburn, Hapeville, and Union City)*	☐	☐
Gwinnett *(Duluth, Lawrenceville, Lilburn, **Norcross**, Snellville, and Suwanee)*	☐	☐
Henry *(Hampton, Locust Grove, **McDonough**, and Stockbridge)*	☐	☐
Newton *(**Covington**, Oxford, and Porterdale)*	☐	☐
Rockdale *(Conyers)*	☐	☐
Spalding *(Griffin)*		
Paulding *(Braswell, Dallas, and Hiram)*		

Tutor Summary

PERSONAL INFORMATION

_____

Tutor Name

_____

Current Employer

_____

General Work Schedule at Current Place of Employment (i.e. M-F 9AM- 5PM)

_____

Current Occupation

_____

City and Zip Code at Current Place of Employment

EDUCATIONAL BACKGROUND (_highest_ to _lowest_ level)

_____

College/University Attended

_____   _____   _____

Graduation Year   Type of Degree Earned   Major/Minor

****

_____

College/University Attended

_____   _____   _____

Graduation Year   Type of Degree Earned   Major/Minor

****

_____

College/University Attended

_____   _____   _____

Graduation Year   Type of Degree Earned   Major/Minor

****

_____

College/University Attended

_____   _____   _____

Graduation Year   Type of Degree Earned   Major/Minor

TUTORING PREFERENCES

Where are you willing to tutor? Check all that apply.

In the student's home ☐   In a public location near the student, such as a library, school, etc. ☐

Virtual (Zoom)

Please indicate the number of hours per week you desire to work as a tutor.

(select one)

Please indicate the grade level(s) with which you are able to effectively work. Check **all** that apply.

PreK-K ☐   1-3 ☐   3-5 ☐   6-8 ☐   9-12 ☐

TEACHING EXPERIENCE

Are you a **certified** teacher? ☐ Yes ☐ No

If yes, in what area(s) are you certified (content area and grade level)? _____

How many years have you **taught**? _____

Certified or not, what subjects have you **TAUGHT** in a **public, private, or charter school**? <mark>Mark all that apply.</mark>
*Tutoring, homework assistance, etc. should **not** be included in this section.*

SUBJECTS	GRADE LEVEL
Reading	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Language Arts/English	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Writing	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Math	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Science	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Social Studies	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Foreign Language: <mark>specify:</mark>	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
ESL, ESOL, or EFL	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐

High School/College Subjects	
English/Language Arts/Reading	
Reading/Language Arts	☐
Writing	☐
Literature and Composition	☐
American Literature	☐
British Literature	☐
World Literature	☐
ACT, English	☐
ACT, Reading	☐
ACT, Writing	☐
GED, Reading	☐
GED, Writing	☐
SAT, Reading	☐
Mathematics	
Pre-Algebra	☐
Algebra I	☐
Algebra II	☐
Algebra III	☐
Coordinate Algebra	☐
Geometry	☐
Analytic Geometry	☐
Adv. Mathematical Decision Making	☐
Trigonometry	☐
Statistics	☐
Pre-Calculus	☐
Calculus	☐
ACT, Math	☐
GED, Math	☐
SAT, Math	☐

Foreign Language	
Spanish	☐
French	☐
Mandarin Chinese	☐
German	☐
Science	
Earth	
Life	☐
Physical	☐
Environmental	☐
Biology	☐
Chemistry	☐
Physics	☐
ACT, Scientific Reasoning	☐
GED, Science	☐
Social Studies	
Government	☐
U.S. History	☐
World History	☐
World Geography	☐
Human/Cultural Geography	☐
Economics	☐
GED, Social Studies	☐

TUTORING EXPERIENCE

Have you ever tutored? ☐ Yes   ☐ No

If yes, for what company(ies)?

How many years have you **tutored**?

What subjects have you TUTORED? Mark all that apply.

SUBJECTS	GRADE LEVEL
Reading	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Language Arts/English	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Writing	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Math	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Science	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Social Studies	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
Foreign Language: specify:	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐
ESL, ESOL, or EFL	K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ HS ☐ college ☐

High School/College Subjects

English/Language Arts/Reading

Reading/Language Arts	☐
Writing	☐
Literature and Composition	☐
American Literature	☐
British Literature	☐
World Literature	☐
ACT, English	☐
ACT, Reading	☐
ACT, Writing	☐
GED, Reading	☐
GED, Writing	☐
SAT, Reading	☐

Mathematics

Pre-Algebra	☐
Algebra I	☐
Algebra II	☐
Algebra III	☐
Coordinate Algebra	☐
Geometry	☐
Analytic Geometry	☐
Adv. Mathematical Decision Making	☐
Trigonometry	☐
Statistics	☐
Pre-Calculus	☐
Calculus	☐
ACT, Math	☐
GED, Math	☐
SAT, Math	☐

Foreign Language

Spanish	☐
French	☐
Mandarin Chinese	☐
German	☐

Science

Earth	
Life	☐
Physical	☐
Environmental	☐
Biology	☐
Chemistry	☐
Physics	☐
ACT, Scientific Reasoning	☐
GED, Science	☐

Social Studies

Government	☐
U.S. History	☐
World History	☐
World Geography	☐
Human/Cultural Geography	☐
Economics	☐
GED, Social Studies	☐

Which subjects are you able to **effectively** tutor? <mark>Mark all that apply.</mark>

To see the specific skills for each course, visit www.georgiastandards.org.

SUBJECTS	GRADE LEVEL										
Reading	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐
Language Arts/English	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐
Writing	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐
Math	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐
Science	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐
Social Studies	K ☐	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐	6 ☐	7 ☐	8 ☐	HS ☐	college ☐

High School/College Subjects

English/Language Arts/Reading

Reading/Language Arts	☐
Writing	☐
Literature & Composition, 9th Grade	☐
American Literature	☐
British Literature	☐
World Literature	☐
ACT, English	☐
ACT, Reading	☐
ACT, Writing	☐
GED, Reading	☐
GED, Writing	☐
SAT, Reading	☐

Mathematics

Pre-Algebra	☐
Algebra I	☐
Algebra II	☐
Algebra III	☐
Coordinate Algebra	☐
Geometry	☐
Analytic Geometry	☐
Adv. Mathematical Decision Making	☐
Trigonometry	☐
Statistics	☐
Pre-Calculus	☐
Calculus	☐
ACT, Math	☐
GED, Math	☐
SAT, Math	☐

Science

Earth	☐
Life	
Physical	☐
Environmental	☐
Biology	☐
Physics	☐
Chemistry	☐
ACT, Scientific Reasoning	☐
GED, Science	☐

Social Studies

Government	☐
U.S. History	☐
World History	☐
Geography	☐
Economics	☐
GED, Social Studies	☐

Foreign Language

Spanish	☐
French	☐
Chinese (Mandarin)	☐
German	☐

LANGUAGES

Please list any language(s) in which you are fluent, other than English?
*Fluent: You are able to clearly speak and understand the language. You would be able to effectively communicate with an individual who **only** spoke this language (no English).* _____

Please list any language(s) in which you are proficient, other than English?
Proficient: You are able to speak and understand the language for the most part. You would be able to hold a basic conversation with an individual who spoke this language. _____

In which subjects are you are able to **effectively <u>lead</u>** a course? <mark>Check all that apply.</mark>

SUBJECTS
Art
Health and Nutrition
Writing
STEAM
Technology
Fitness and Physical Education
Character Building
Entrepreneurship
Personal Finance
Teambuilding
Life Skills
DJing
Career Education

How many hours have you worked or volunteered in each location type?			
LOCATION	0-20 hrs	20-400 hrs	400+hours
youth center			
public school			
charter school			
private school			
low-income community*			
* if you grew up in or attended high school in a low-income community, please select 400+ hours for that category.			

Continue to next page.

SPECIAL SKILLS

Do you have experience teaching the following types of students? Check all that apply.

Remedial (below grade-level) ☐   Gifted (above grade-level) ☐

Do you have experience teaching/tutoring students with special needs? Yes ☐   No ☐

If yes, please mark **all** that apply.

Special Education ☐   ADD/ADHD ☐   Dyslexia ☐   Autism ☐   Learning Disability ☐

Other _____

Do you have any other skills or training that would aid in the development of our students?

_____

_____

_____

PROFESSIONAL REFERENCES

NAME	RELATIONSHIP TO APPLICANT (i.e. supervisor, co-worker, etc.)	TELEPHONE NUMBER	YEARS KNOWN

TRANSPORTATION

Do you personally have reliable transportation?   Yes   No

If no, how will you get to and from in-person tutoring sessions?

COMPUTER ACCESS
Do you consider yourself to be proficient in the following areas? (please check all that apply):

Basic technology course sponsored by Vision Tutoring may be required

internet   e-mail   MS Word   MS Excel   Adobe PDF Reader   Virtual Instruction Platform (i.e. Zoom)

The following are requirements of the tutor position:

Are you able and willing to access the Internet regularly (multiple times per week)?   Yes   No

Are you able and willing to print necessary paperwork for tutoring sessions?   Yes   No

Are you able and willing to <u>type</u> monthly paperwork submissions?   Yes   No

*(Submissions **MUST** be legible. Templates will be provided for type-written responses.)*

CRIMINAL BACKGROUND

Vision Tutoring requires a background check of all candidates who receive a preliminary hiring offer. Our background check consists of checks against the national, state, and sex offender databases. Individuals convicted of a felony or a misdemeanor may be asked to provide details surrounding the offense. A final hiring determination will be made once all details have been considered. Allowance of tutors with a criminal background to work under a school district or agency contract is at the discretion of the client.

WORK ELIGIBILITY

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

AFFILIATIONS

Are you a current Atlanta Public Schools (APS), Clayton County Public Schools, DeKalb County Schools, or Gwinnett County Schools employee, contractor, or volunteer?   Yes   No

If so, in which school system?

What is your position (i.e. teacher, Instructional Coach, tutor, substitute teacher, etc.)?

In what school(s)/department (i.e. Carver HS of Technology, APS Board of Education – Procurement Department, substituting in various Atlanta schools)?

If you are aware that your contract will be ending, on what date will the contract cancellation take place?

Please take a moment to tell us how you heard about Vision Tutoring Educational Foundation/ Vision Tutoring, LLC:

Vision Tutoring Website

Word of mouth   From (name):

Social Media   Name of business/person who posted:

Online Job Site   Name of job site:

Other (please explain):

I certify that the information I have provided on all pages is true, accurate, and correct to the best of my knowledge. *(If a hard copy is requested, please sign and date with ink after printing the document. Otherwise, electronically sign the form below).*

Printed Name

Signature (e-signatures allowed)   Date

Upon completion, please submit along with your resume and any relevant certification(s) to resumes@visiontutoring.org. Thank you.