Code for Cape Town

Job description: Tutor

Code4CT classes typically have 18-24 Grade 10 and 11 female learners. Each class is lead by a Head Teacher who is responsible for leading lessons and is supported by a team of tutors. We use a blended classroom format whereby content is delivered largely through online videos so that teachers focus on facilitating discussions and activities.

Learners work through online exercises and tutors are on demand to answer questions. A tutor's role is to motivate, encourage and guide. A tutor's role is not to give every answer to learners, but rather to stimulate critical thinking and effective problem solving by guiding learners toward asking better questions that will lead them to solutions. Tutors are role models to our young learners and are expected to share their experience as students in STEM study fields.

Responsibilities:

Tutor
- Assist the Head Teacher in teaching coding classes
- Assist in assessing and recording learning outcomes
- Assist the Head Tutor as required in class logistics

Head tutor
- Assist Head Teacher in communicating to the tutor team
- Assist the Head Teacher in communicating with the learners (by email, WhatsApp & phone) about class information
- Assist the Head Teacher in ensuring the stringent monitoring of learning outcomes (take attendance, record assessments/ surveys, record photographs of events)
- Ensure the smooth running of classes: catering logistics, allocate transport stipends, communicate with learners who are late/absent, be responsible for having emergency contact details of all learners in the case of an emergency, handle petty cash)

2016 Dates:
- Code Week (4-9 July) -- 6 days 8.30 - 4.30pm
- Code Camp (11-16 July) -- 6 days 8.30 - 4.30pm
- Saturday classes (30 July - 17 September) -- 8 Saturdays 8.30 - 2pm
- October holiday session (3-7 October) -- 5 days 8.30 - 4.30pm

- Saturday classes (8 Oct - 12 Nov) -- 6 Saturdays 8.30 - 2pmy
- December holiday session (5-9 Dec/ 8-13 Dec excl 11th) -- 5 days 8.30 - 4.30pm

Requirements:
- Be enrolled in a STEM field that includes at least one programming course
- Have working knowledge of using HTML, CSS, JavaScript and JQuery to create websites and mobile applications
- Prior tutoring experience/ experience working in a team prefered
- Provide police clearance
- Attend the prescribed Code4CT training prior to your first tutoring session
- Tutors can be male or female (male tutors must be over 21 years old)

Why tutor?
- Gain leadership experience
- Increase your knowledge of web development through our free tutor training course
- Be exposed to the local tech industry through the various speakers who attend Code4CT classes
- Receive a reference letter upon successful completion of 48 hours of tutoring
- Code4CT will send your CV and accompanying reference letter to 3 companies of your choice within the Code4CT network
- Attend the Code4CT networking event where our sponsoring companies thank you for your contribution to skills development

Rates: Tutoring rates are based on a sliding scale, dependent on your level of experience:
- 0-48 hours -- free training course; reference letter; CV sent to 3 companies of your choice within the Code4CT network; networking event
- >48hours -- R300/ half day class (8.30 - 2pm)
- >48hours -- R400/ full day class (8.30 - 4.30pm)
- >140hours -- eligible to be Head Teacher

Employment type: Contract