

JOB DESCRIPTION

TITLE: Bicultural Educator for Youth (2)

Position Description: The bicultural educator will provide after school education, information, and guidance to youth ages 5-14 in the International Community Empowerment Project (ICEP); Akron area. The basic responsibilities are as follows:

1. Education/Outreach:

- Assist youth with homework and tutorial work
- Assist and implement assessment tests and course work
- Assist prevention specialists and community prevention speakers and organizations
- Act as liaison between the ICEP program and schools to gather information, data and statistics
- Assure that ICEP students sign in for program
- Turn in completed reports in a timely manner

2. Training

- Attend ICEP and ASIA staff related meetings as needed

Minimum Qualifications:

- High School diploma
- Excellent verbal and grammatical skills required
- Knowledge of one additional language preferred
- Proficiency with PC based computers and MS Office software required
- BCII/FBI required
- Must enjoy working with youth

Wage / Compensation:

- \$7.50 per hour on a contract
- 8-10 hours per week
(2:30-4:00 Monday, Tuesday, Wednesday, and Thursday as direct service and Office hours as needed)

Interested candidates please call Kim Helms at 330-535-3263 ext 224 or email your resume to: khelms@asiainc-ohio.org