



Natural Born Champions: NBC Tutoring Mentor Job Description

Natural Born Champions Inc. is a community intervention program that aims to provide direct educational and workforce development enrichment resources and services to youth and families in Baltimore, Maryland.

NBC Tutoring Mentor

General Tutor

Pay

\$20/hour or Work Study

Job Overview

We are seeking responsible and reliable tutors to join our growing youth programs. The NBC Tutoring Mentor is a contractual position between October-May in 1 fiscal year. This position is part-time and paid bi-weekly or awarded work study hours, course credit hours, or community service hours. NBC Tutoring Mentors will be requested to work at least 2 hours a week if contracted directly with NBC or up to 15 hours a week if the tutor is participating in an NBC partnered work study program. In this position, you will work closely with Lead Senior Mentors in tutoring K-12th grade students and helping them improve academic skills and self-esteem. Your duties include overseeing and planning tutoring activities and learning. You will also collaborate with other mentors, create mini-lesson plans and activities.

NBC Tutoring Mentor Specific Responsibilities:

- Lead 30-minute tutoring sessions in Math, Literacy, ESOL, and SEL, ensuring that all students are engaged and actively participating.
- Administer standardized mini-assessments to track student progress.
- Identify students' areas of need and adapt strategies to provide targeted support.
- Build strong, trusting relationships with students to encourage academic and personal growth.
- Facilitate discussions and activities focused on SEL, helping students develop coping strategies and emotional resilience.
- Participate in bi-weekly virtual training sessions to refine teaching techniques and maintain alignment with program goals.
- Provide feedback on curriculum and program delivery to inform future adjustments.
- Participate in evaluations and reflect on personal performance to enhance mentoring skills



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Compensation

\$20/hour or Work Study (may be eligible for more hours for work study participation)

Qualifications

Requirements

- Can pass a background check
- Must have a valid State ID

Education

- High School degree or equivalent
- 3.0 GPA (REQUIRED)

Experience

- Previous experience as a counselor-in-training, childcare, or related field
- First aid and CPR training and certification (preferred)
- K-12 tutoring or academic support (required)

Skills

- Leadership skills to guide and motivate students throughout program hours
- Encouraging to students and patient when instructing
- Ability to serve as a positive role model and mentor
- Interpersonal skills to build positive relationships with students under their care
- Comfortable in a team-player role

Schedule (varies upon placement)

- Liberty Elementary School: Tuesday-Thursday 9:00am-2:30pm
- Coppin Academy: Mondays 3:15pm - 4:15pm
- Baltimore Design School: Mondays 3:50pm - 4:50pm
- The Food Project: Tuesdays 3:15pm-4:15pm
- Southwest Baltimore Community School: Tuesdays 4:15pm-5:15pm
- 29th Street Community Center: Mondays 4:15pm-5:15pm
- Office Hours: Fridays 9:00am-11:00am

Benefits

- Bus Passes Available or Campus Transportation (if applicable)



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Contact Information

Natural Born Champions General Inquiry Email

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www.naturalbornchampions.com