



# Littera

## Littera Education is Seeking Virtual Tutors!

Greetings, military spouses!

At Littera Education, we're actively looking for virtual middle school math tutors, and we're thrilled to extend a warm welcome to military spouses as we value the unique skills and flexibility you bring to the table. If you are qualified, interested, and ready to embark on this rewarding journey with us, we encourage you to apply today!

We have an exciting algebra program on the horizon, and we need tutors to be available for a minimum of four weekdays. The required availability is on Monday, Tuesday, Wednesday, Thursday, and/or Friday, and we ask that you open your calendar for at least two hours between 8 am and 4 pm ET (the same two hours on all five days).

*Please keep in mind that this is a remote contract position and not a full-time commitment. This role is tailored for those seeking supplemental income while enjoying a flexible schedule that you have control over. We do not guarantee a set number of hours per week, giving you the freedom to choose what works best for you.*

### **How does scheduling work?**

At Littera, tutors set their availability in their tutor dashboard. Our platform strives to match tutors with ongoing program series, taking into account the tutor's preferred grade levels and subjects, as well as curriculum orientations completed at Littera. Curriculum materials are provided for all sessions.

The matching process may happen swiftly, or it may take some time based on incoming student subjects, levels, schedules, and your tutor profile. At Littera, we place a high priority on fostering consistent student-tutor relationships. Tutors are paired with the same student(s) multiple times a week for several weeks as part of the tutoring program, so maintaining consistent calendar availability is encouraged.

### **As a Littera tutor, your responsibilities include**

- Indicating your available days and times without any minimum or maximum requirements
- Reviewing curriculum materials for the lessons you'd like to use in sessions
- Virtually tutoring students in a 1:1 - 1:3 setting
- Building strong relationships with students from all across the United States
- Impacting a student's learning experience positively

### **Requirements:**

Relevant experience working with school-age learners



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Consistent calendar availability to support a session series from week to week  
Ability to effectively instruct and engage students with clear communication and build rapport  
Comfort with online virtual tools and technology  
Access to a desktop or laptop with the Chrome browser, a video camera, a reliable/stable internet connection, and a headset with a microphone (a hard-wired high-speed internet connection and noise-canceling headset are recommended)  
A college degree is preferred, but college students with 1+ year of relevant experience are welcome to apply  
Commitment to the schedule once you are matched with students to establish a strong tutor-student relationship

## **Here's the process:**

Submit your application  
Complete a 2-minute video sharing your experience with math or algebra  
Attend a virtual mock appointment with a 5-minute tutoring demonstration  
Review and sign the Tutor Agreement, consent to and pass a background check  
If you receive an offer, you'll be asked to consent to a background check and complete the necessary steps at Littera, including in-person fingerprinting, within ten days of signing your tutor agreement.

## **Benefits:**

Work 100% remotely with a consistent schedule  
Choose your preferred subjects and levels in your tutor profile  
Set your own availability with no minimum or maximum requirements  
Substitute tutors are available if you need a day off within a scheduled series  
Following a successful algebra assessment when tutoring a high school Algebra I session series, earn \$22 per hour  
Opportunity to tutor general math sessions and/or English or Reading sessions at the rate of \$18 per hour (for non-high school algebra sessions)

Join us at Littera Education, where our mission supports equitable, high-quality tutoring for students in school districts across the United States. We look forward to having you on our team and embracing the unique strengths and adaptability that military spouses bring to our community.

[Apply here.](#)