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**PACIFIC GROVE UNIFIED SCHOOL DISTRICT**  
**435 Hillcrest Avenue Pacific Grove, CA 93950**

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September 1, 2020

Notice of Short Term Assignment

**PGUSD EMPLOYEES RECEIVE FIRST CONSIDERATION**

**POSITION: AVID TUTOR (Creating a pool for HS/MS jobs)**  
**Pacific Grove High School/Pacific Grove Middle School**

**QUALIFICATIONS:** AVID tutors should be excellent role models of motivated, organized, successful college students who believe that the AVID students can and will succeed. They should be enrolled at a college or university. The tutors should be people who will work in a supportive manner with middle and/or high school students and will be able to understand the delicate position they will occupy; they are advocates of students, yet ultimately, they are responsible to the teacher. They must be willing to meet regularly to discuss student progress and to confer with the teacher about tutorial plans.

**HOURS:** High School- Tuesday-Friday 10:30-11:30 AM  
Middle School ~ Tuesday-Friday 8:35-9:15 AM  
Tuesday/Thursday 9:35-10:55 AM

\* Number of positions and hours are determined by site need and student enrollment.

**Hourly Rate:** \$17.11 -\$18.99 per hour based on years of service as an AVID Tutor  
Funded through the Chapman Grant

**EFFECTIVE:** August 12, 2020 through May 21, 2021

**DEADLINE:** Open to create a pool of applicants

**APPLICATION:** Submit application and/or current résumé to:

**Pacific Grove Unified School District**  
Human Resource Department  
Billie Mankey, Coordinator, Human Resources  
435 Hillcrest Avenue  
Pacific Grove, CA 93950  
Phone: 831-646-6507; FAX: 831-646-6527  
District website: [www.pgusd.org](http://www.pgusd.org)  
E-mail: [bmankey@pgusd.org](mailto:bmankey@pgusd.org)

*District employees need only submit a letter of interest.*

The Pacific Grove Unified School District does not discriminate against on the basis of sex, sexual orientation, gender, gender identity, gender expression, pregnancy, race, ancestry, national origin, religion, color, mental or physical disability, medical condition, genetic information, marital status, age, and military and veteran status.