

**Multicultural & Community Engagement Center
MCEC Off Campus Tutoring Positions
Application**



Multicultural & Community Engagement Center (MCEC) Description

The Multicultural & Community Engagement Center (MCEC) at GCC is dedicated to helping our campus build a culture of acceptance and inclusion through engagement.

We work to help connect the students and the campus to the community at large. This is done through a variety of programs and services.

Out tutoring partnership with Glendale Unified School District is one of these programs.

As you may have seen on the flyer, the requirements for tutoring include the following:

- Students with Work Study (through Financial Aid) are preferred but work study is not required
- Must have a minimum 2.5 or higher cumulative GPA
- Must be enrolled in at least 6 units for the spring 2023 semester
- Must agree to be tested for Covid once a week (masks are optional) OR provide proof of recent Covid vaccination
- Must be fingerprinted and clear a background check before starting work
- Proof of negative TB test results must be presented (Free at the GCC Health Center)
- Must participate in a 2 hour tutor orientation/training

You can give us at least your top 3 to 5 school preferences where you would like to tutor. However, please note that placement at your preferred schools may not be possible due to your hours and the school needs.

We will try to honor your preferences as much as possible. These are all GUSD elementary schools.

- ___ **Benjamin Franklin** – 1610 Lake Street, Glendale 91201
- ___ **Cerritos** – 120 East Cerritos Avenue, Glendale 91205
- ___ **Dunsmore** – 4717 Dunsmore Avenue, Glendale 91214
- ___ **Edison** – 1540 Fifth Street, Glendale 91201
- ___ **Glenoaks** – 2015 Glenoaks Blvd., Glendale 91206
- ___ **Thomas Jefferson** – 1540 Fifth Street, Glendale 91201
- ___ **La Crescenta** – 4343 La Crescenta Avenue, La Crescenta/Montrose, 91214
- ___ **John Marshall** – 1201 East Broadway, Glendale 91205
- ___ **Mountain Avenue** – 2307 Mountain Avenue, La Crescenta, 91214
- ___ **RD White** – 744 East Doran Street, Glendale 91206
- ___ **Verdugo Woodlands** – 1751 North Verdugo Road, Glendale 91208

Multicultural & Community Engagement Center Work Study/Tutoring Application

Please Return this applications to MCEC in Sierra Madre 267 or email it to Hoover Zariani at hzariani@glendale.edu. ***Please Print legibly.***

Name: _____ Date: _____

Email: _____ ID#: _____

Phone #: _____ Major: _____

Have you worked in any work study position at GCC? ___ Yes ___ No

Please answer the following questions	Yes	No
Do you currently receive financial aid or work study?		
Have you ever tutored younger children (kindergarten through 6 th grade)? If yes, explain here:		

Which subjects are you comfortable tutoring/helping with at the elementary schools? (check all that apply)

___ Math ___ Reading and Writing ___ Social Sciences ___ Other _____

Do you speak any languages other than English (check all that apply):

___ Armenian
 ___ Russian
 ___ Spanish
 ___ Ukranian
 Other _____

Please list any VOLUNTEER or PAID experiences below:

Organization Name	Activities You Did	Paid or Volunteer?

PLACE AN X IN ALL THE TIME SLOTS YOU ARE AVAILABLE TO TUTOR

Please DO NOT list your classes in the schedule below.

Consider your classes, study time, and other responsibilities when checking off available times.

Tutoring Hours are between 8:00 a.m. and 3:00 p.m. Monday through Friday

**Note that some classes do not start on the hour or in 30-minute intervals
(for example: a class could be from 8:40 to 9:20)**

This schedule is for **JANUARY TO JUNE 2023**

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 to 8:30 a.m.					
8:30 to 9:00 a.m.					
9:00 to 9:30 a.m.					
9:30 to 10:00 a.m.					
10:00 to 10:30 a.m.					
10:30 to 11:00 a.m.					
11:00 to 11:30 a.m.					
11:30 a.m. to 12 Noon					
12 Noon to 12:30 p.m.					
12:30 to 1:00 p.m.					
1:00 to 1:30 p.m.					
1:30 to 2:00 p.m.					
2:00 to 2:30 p.m.					
2:30 to 3:00 p.m.					

Signature _____

Date _____

By typing your name in the box above, you acknowledge that a) you are signing this application and b) that everything is correct and true to the best of your knowledge.

Please return this completed application to hzariani@glendale.edu