Thank you for your interest in this program. BUILD is an exciting program that offers students the opportunity to utilize their Federal Work-Study award while participating in a community service endeavor as a tutor for elementary students in Boston.

The basic BUILD tutoring requirements are as follows:

- Minimum of 6 tutoring hours per week on at least two separate days at one site.
- Attendance at monthly debriefing and training meetings with the lead tutor(s).
- Travel to and from tutoring site.
- Conferencing with classroom teachers and/or BUILD site coordinators.
- Mandatory attendance at the All Tutor Training (Fall and Spring) and one professional development training/per semester (workshops will be presented by BUILD staff and Lead Tutors).

The starting pay rate for BUILD tutors is $10.25 per hour. Tutors will be paid for orientation, training, monthly meetings, travel time, and tutoring. All positions require an interview. If your skills match the needs of the organization someone from the BUILD office will contact you to schedule an interview.

Tentative schedule for Fall 2012:

Tutor Interviews: Will be held the weeks of September 10th-14th and 17th –21st

Mandatory All Tutor Training: September 29th

Tutor Orientation at sites: Week of September 24th

Tutoring Begins: Week of October 1st

If you have any questions or concerns please contact one of the graduate coordinators at 617-353-5192 or build@bu.edu.

Please submit your completed application to

621 Comm. Ave, Room 322.

Please note that eligibility to participate in the BUILD program is contingent upon receipt of a work-study award for the 2012-2013 academic year.
Boston University Initiative for Literacy Development (BUILD) Tutor
2012-2013 Application

**Application for:**  
(please check one)  
____ Tutor  
____ Lead Tutor (Please note that previous related experience is required for the lead tutor position). If you are applying for the Lead Tutor position, please submit a resume with this application.

Date Submitted ____________________________

Name ____________________________ BU I.D.# _______ ____ ____

School/Major/______/_______ Expected Graduation Date __________

Local/Academic Year Address ____________________________

__________________________

Academic Year Phone Number (____)_____________ E-mail address ________________

Permanent Address ____________________________

__________________________

Permanent Phone Number (____)_________________ E-mail address ________________

Cell Phone Number (____)____________________

Please list teaching/tutoring experiences that you have had with children (indicate ages) and/or adults. Please include the nature, duration and location of the instruction.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Have you had other jobs or relevant experiences involving children? Please describe.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please describe any experiences (and/or coursework) that you have had that would help your understanding of interactions in a multilingual, multicultural, and/or urban setting.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

(continued on next page)
Is English the primary language spoken in your home? ______

If not, what is the primary language? _________________

Are you a proficient reader in this language? ______

Identify any other languages that you speak/understand and read. Please indicate your level of proficiency.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please tell us why you would like to work with the BUILD program.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Do you have any concerns about working with the BUILD program?

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please choose one:

______ I prefer to work in schools during the normal class hours (9:00-2:30).

______ I prefer to work in an after-school program (1:30-6:00).

Work-Study award information:
Will you have another Work-Study job other than BUILD?  Yes  No

______ If you are interested in working more than the minimum requirement of 6 hours, please indicate the ideal number of hours you would like to work per week.

For Spring semester, are you planning to:

______ Student teach?

______ Study abroad?

______ Do a practicum?

______ Other? (Please explain) __________________________________________________

In signing this form, I agree to allow a CORI (Criminal Offenders Records and Information) background check to be completed on me. I realize that this is a State requirement for anyone who works in the public school system. Please complete attached CORI form.

Signature _____________________________________________  Date _________________
In the table below, please indicate with an “X” times that you are NOT available. **Blank time slots on the table will tell us when you are available to work.** Please take into consideration travel time between class and work (usually 15 – 45 minutes).

*For example, this tutor CANNOT work Monday from 9-noon, Tuesday from 10-noon, or Friday from 9-noon. Student can work Wednesday morning.*

### COMPLETE THIS TABLE:

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<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
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Pursuant to Massachusetts General Laws, Chapter 71, Section 38R, I hereby authorize the Boston Public Schools to obtain and review my Criminal Offender Record Information (CORI) as provided by the Criminal History System Board. Boston Public Schools has been certified by the Criminal History Systems Board for access to BOSPS (conviction, non-conviction, and pending criminal case data). Additionally, I authorize Boston Public Schools to use local and national sexual offender registry information to determine if I pose an unreasonable risk to the children within Boston Public Schools. **ALL FIELDS ARE MANDATORY**

<table>
<thead>
<tr>
<th>School/Dept/Name of Requestor:</th>
<th>Your Email or Phone:</th>
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<tbody>
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<td>Position Title:</td>
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<td>Last Name:</td>
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<td>Current Address:</td>
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<td>Former Address:</td>
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<td>Maiden/Alias Name (if applicable):</td>
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<td>Birth date:</td>
<td>City in which you were born:</td>
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<td>Social Security Number:</td>
<td>Mother's Maiden Name:</td>
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<td>Driver's License State and Number:</td>
<td>Demographics:</td>
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<td>Prospective Employee Signature:</td>
<td>Gender: □ Male □ Female</td>
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<td>Eye Color: □ Brown □ Blue □ Green</td>
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**For Internal BPS USE ONLY**

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<tr>
<th>Which Form of Gov't Issued Photo ID used:</th>
<th>Driver's License</th>
<th>Passport</th>
<th>Other</th>
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