



PALAU  
COMMUNITY  
COLLEGE

P.O. Box 9, Koror  
Republic of Palau  
PW 96940  
Tel: (680) 488-2470  
Fax: (680) 488-3435  
(680) 488-2447

## VACANCY ANNOUNCEMENT Educational Talent Search Program

P.O. Box 9  
Koror, Palau 96940  
Tel: (680) 488-3926, 488-2470/71 Ext.244

Vacancy #: 2023-008  
Open : 8/10/23  
Close : Until Filled

**Position** : Twenty Five (20 Part-Time Tutors)

**Salary** : \$400.00 to \$1,200.00 (Annually)  
(SY 2023-2024)  
(Depending upon qualifications)

**Location** : Educational Talent Search Office  
(Federally funded program)

### **Examples of Duties:**

- Evaluate students' progress to ensure that each student is succeeding in his/her academic classes.
- Provide tutorial/counseling assistance to each participant in different areas of expertise.
- Keep records of students' progress an/or problems.
- Keep track of tutoring/counseling records.
- Participate in all students' sessions, field trips, and other extracurricular activities.
- Submit evaluation/recommendation report at the end of year.
- Perform other related duties as assigned by the Project Director or Supervisor
- Meet with assistant director regarding any tutoring needs & problems

### **Minimum Qualification Requirements:**

- Bachelor's Degree preferred, AA /AS Degree, or Current Classroom teacher with 5 years experiences.
- PCC Sophomore majoring in Education or Liberal Studies
- Grade Point average of 2.5 or better, previous tutoring experience is preferred

### **General Information:**

Application Forms can be obtained from the Human Resources Division at the above address or at our website: [pcc.palau.edu](http://pcc.palau.edu). Send completed application with transcripts, resume, and verification of previous employment(s), if any, to the same address. For further information, call the numbers above or come in and see us.

**“WHO WE ARE AND WHAT WE DO”**