



Academic Instructor: Test Prep, Writing + Curriculum

Position Type: Part-time, hourly

Classification: Non-Exempt

Location: Remote with occasional Live Instruction in the Chicago area (applicants must reside in Illinois)

About the Role

BEC, founded in Chicago in 2009, provides individualized academic support, test preparation, and college admissions guidance to students across the United States. We are seeking energetic, reliable instructors who are excited to teach, support student writing, and contribute to curriculum development.

In this part-time role, instructors lead academic and standardized-test-preparation sessions in one-on-one and small-group settings, support students with essays, and contribute to instructional resources. You'll work in a flexible, remote environment with occasional in-person sessions in the Chicago area.

Application Process

The process begins with a brief phone interview to discuss your experience and interest. Candidates who move forward will complete two additional interviews, one of which includes a mock teaching lesson to demonstrate instructional style and engagement.

Responsibilities

- Plan and deliver lessons aligned with the BEC methodology
- Teach online individual and small-group sessions; occasional live sessions in the Chicago area
- Create engaging, student-centered learning experiences
- Assign homework, provide session notes, and track student progress
- Contribute to curriculum development and instructional materials
- Participate in training and ongoing professional development
- Maintain prompt communication and reliable attendance

Qualifications

- Pursuing or have completed a bachelor's degree
- Strong performance in math through PreCalculus and ELA fundamentals
- Experience tutoring, teaching, or mentoring is a plus



- Comfortable working with students of different ages and learning styles
- Strong organization, communication, and problem-solving skills
- Comfortable with Zoom, Google Workspace, and iPad-based teaching tools
- AP-level or college-level subject mastery is a plus

Schedule + Compensation

- Minimum 10–15 hours per week; weeknights and Sundays required
- Starting pay \$30/hour (based on experience)
- Paid training, professional development, sick leave, retirement savings program, and pre-tax transit benefits

Growth Opportunities

- Increased hours and consistent student roster
- Lead small groups and earn higher rates
- Pathway to Senior Instructor / Mentor roles, including curriculum leadership
- Priority scheduling for high-performing instructors

BEC Tutoring is an Equal Opportunity Employer (M/F/V/D)

Please submit your resume to hr@bectutoring.com