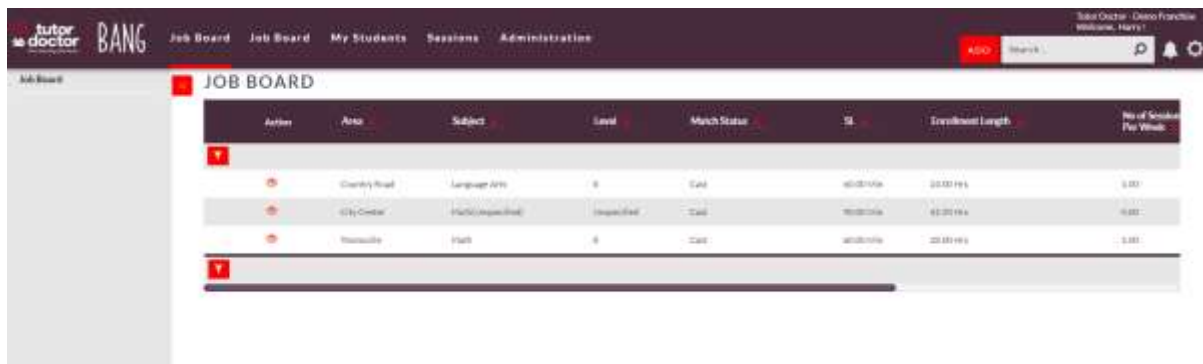


# BANG – Job board

When a Tutor Doctor office has a job opening, they cast the job on the Job Board in the BANG system for tutors to review and apply for a student match. The Job Board is the first screen you will see when logging into BANG.

The Job Board can also be found under the Job Board heading on the top of the BANG screen.



Action	Area	Subject	Level	Match Status	SL	Enrollment Length	No. of Sessions Per Week
	Claremont	Language Arts	8	Cast	30:00:00	20:00:00	5:00
	City Center	Math/Integrated	Integrated	Cast	30:00:00	60:00:00	4:00
	Traverse	Math	8	Cast	30:00:00	20:00:00	5:00

## Summary of the Fields Displayed:

**Action:** By clicking the eye icon under action, you can view the details of the posted job.

**Area:** This is the general geographic location where tutoring sessions will take place. The area can be a postal code, a landmark, an intersection, or the name of a town/city/etc.

**Subject:** This lists the subject(s) a student needs help in.

**Level:** This will show the student's current grade/year level.

**Match Status:** This indicates where the student is in the matching process. Most jobs on the job board will say "cast" to indicate that the local office is looking for a match for this student.

**SL- Session Length (in minutes):** This will show the length of each session. For example, each session would be 30 mins long, 60 mins etc.

**Enrollment Length (in hours):** This will show how many tutoring hours, in total, are included in the student's enrolment. Be sure you are only applying for a student match if you can commit to the duration of the enrolment length.

**Number of Sessions per Week:** This will show how many tutoring sessions would occur each week.

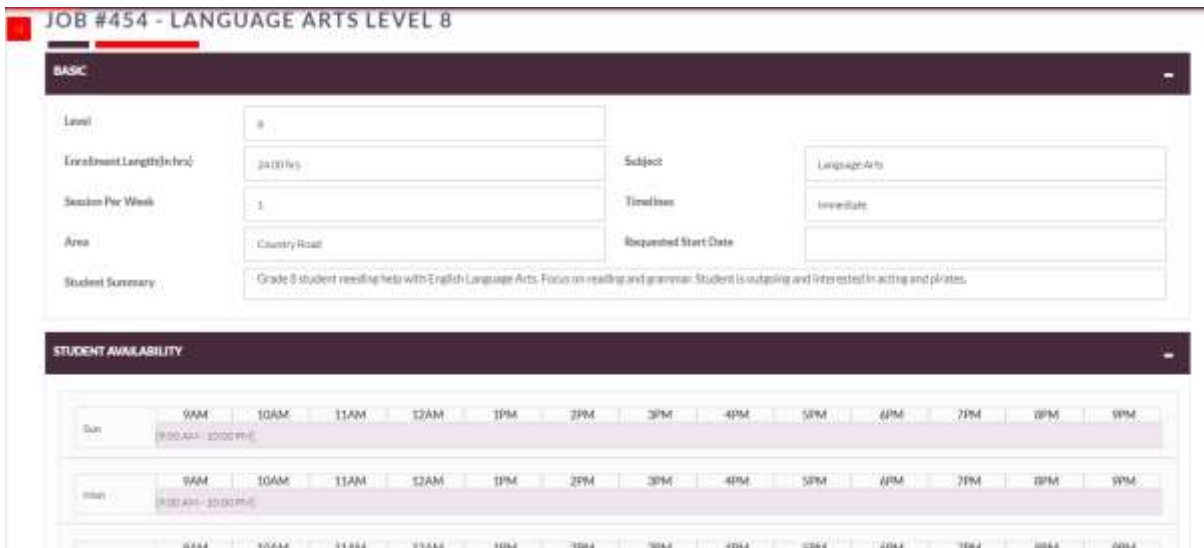
**Date Posted:** This shows the date when a job was posted. The most recent jobs would appear first however, the job order can be changed just by clicking on the column name.

**Date Updated:** This shows the last date in which the job posting was updated.

To learn more about a posted job or to apply, click the eye icon under the Action column.



The Job Information will open. Here you can view the details of the job, the requested start date, the student summary, and the student availability.



If you are interested in working with the student, click apply, to send in your application.

Fri	9AM	1
[9:00 AM - 10:00 PM]		
Sat	9AM	1
[9:00 AM - 10:00 PM]		

**APPLY** **NOT INTERESTED**

Click Apply to be taken to the application.

Click Not Interested to remove this job from your Job Board view

When you click Apply, the application pop-up will appear. Complete the required fields to submit your application.

### JOB #454 - LANGUAGE ARTS LEVEL 8

Why you feel you are a good fit for this student ? : \*

Can you make all of these days and times as per student's availability ? : \*

Do you agree to session frequency ? : \*

Do you agree to session length ? : \*

Are you willing to travel to this location ? :

Tell us why you would be a good fit for this student

Indicate if you can make the dates and times in the student's availability

Indicate if you agree to the number of sessions per week

Indicate if you agree to the session length

Indicate if you are willing to travel to the student's location

My Availability:

\*\*Your availability does not match the Student Availability or It isnt set!

	9AM	10AM	11AM	12AM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM	9PM	
Sun	[9:00 AM - 10:00 PM]													
Mon								[4:00 PM - 10:00 PM]						
Tues								[4:00 PM - 10:00 PM]						
Wed								[4:00 PM - 10:00 PM]						
Thurs								[4:00 PM - 10:00 PM]						

Make any changes to your availability.

\*Note: changes made to your availability will not change the availability in

Once everything is complete and correct, click submit

Once your application is submitted, the local Tutor Doctor office will receive your submission. If your application is accepted, you will receive an acceptance notification e-mail as shown below.



Hello Athena,

We are pleased to inform you that you have been accepted as the tutor for the following position:

- Job #: 124
- Subject: English
- Level: Grade 10
- Start Date: 2017-03-31
- Comments: Rishi is an adorable kid, he loves playing basket ball.

You will receive more information about the position in subsequent e-mails. If you have any questions or concerns, please feel free to respond to this e-mail and we will be happy to help.

Sincerely,

Tutor Doctor

**Not Selected Notice:** If your application is not accepted for any reason, you will receive a not selected notice (an e-mail) from the local office. This doesn't mean that you can't apply for another job, it is just to notify you that you weren't selected for a specific job and you can apply for other available jobs. The Not Selected notice looks like this.





kurittal@tutordictor.com

📧 @tutordictor

Reject Tutor

---

Hello Tiffany Galvez

Thank you for your interest in tutoring physical chemistry. At this time, we will be assigning another tutor to this student.

We will continue to keep you in mind for students who fit your tutoring profile moving forward and encourage you to keep your profile and availability up to date for future opportunities.

Sincerely,

Tutor Doctor

