

Job Title	Spanish Teacher
PVN ID	BX-2509-007030
Category	Instruction and Social Service
Location	BRONX C. C.
Department	Upward Bound Program
Status	Part Time
Hourly Rate	\$45.00-\$45.00
Hour(s) a Week	4.00
Closing Date	Nov 23, 2025 (Or Until Filled)

General Description

The Upward Bound Program is a federally funded program sponsored by the Department of Education and is designed to identify youths with the potential for education at the post-secondary level. Encourage qualified individuals to complete high school and enroll in a post-secondary institution of their choice. The program provides individual/group counseling, advisement, and technical assistance from 9th - 12th grade in career exploration; education planning; college entrance examinations preparation; admission and financial aid procedures; tutoring; cultural and motivational development and guidance on secondary school re-entry to other programs. The academic program will take place at Bronx Community College.

Spanish teacher will work from 10:00 am - 2:00 pm from November 1, 2025 – March 27, 2026 (Saturdays 4 hours per week)

The Spanish teacher is required to teach beginning, intermediate, and advance. Must teach different parts of speech, sentence fragments, sentence structure, subject/verb agreement, proper nouns and pronouns, joining ideas together, building vocabulary skills, and reading novels to write a research paper.

Start Date: November 1, 2025

Other Duties

- Devote 4 hours every Saturday from November - April (Saturdays)
- Prepare lesson plans and instructional materials
- Prepare Pre and Post exams
- Prepare and submit weekly progress and attendance reports
- Conduct evaluation of student's progress
- Work closely with the Upward Bound counseling and tutoring staff
- Must be able to develop individual remediation plans and work with students individually and in groups

- Other duties as assigned

Qualifications

- Spanish teacher must have a New York State Certification in Spanish (9th - 12th grade)
- Two or three years of experience in an educational training program or in a target high school
- Must have knowledge of problems and interests of disadvantaged youths
- Quality of integrity, dignity, and cordiality
- Must provide two (2) letters of recommendation on a business letterhead signed