

Job Title	English Teacher
PVN ID	BX-2509-007031
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 is located at Bronx Community College.

Part time position for the academic Saturday program beginning on November 1, 2025 - April 2026. Teacher must commit to dedicate (4) hours every Saturday from 10:00 am - 2:00 pm at Bronx Community College.

Start Date: November 1, 2025

Other Duties

- Must submit a syllabus for classroom instruction for approval prior to the start of the Saturday program
- Required to teach all levels of English - Literature and Composition
- Prepare and administer Pre and Post test
- Evaluate students' academic needs
- Produce progress reports/transcripts at the end of the academic year for each student
- Report to the curriculum coordinator/associate director on any concerns or academic need of student
- Other duties as assigned

Qualifications

- Must be certified by the Department of Education in English
- Must have several years of experience working with the high school population
- Must have some knowledge of Trio programs
- Must provide 2 letters of recommendation on business letterhead signed