



Job Title	Teacher of Mathematics, English or Science
PVN ID	JJ-2404-006236
Category	Instruction and Social Service
Location	JOHN JAY COLLEGE OF CRIMINAL JUSTICE
Department	Upward Bound Program
Status	Part Time
Hourly Rate	\$35.00-\$45.00
Hour(s) a Week	19.00-35.00
Closing Date	Jun 11, 2024 (Or Until Filled)

General Description

Under general supervision, provide participants from first generation/low income backgrounds with academic skills and enrichment during the Academic (October-June) and Summer component (June-August 2024). Develop Mathematics curriculum for classroom instruction in the subject area of Algebra, Geometry and Trigonometry specifically for high school students. Provide guidance to tutorial staff; conduct pre and post-testing; provide written evaluation of student's progress: and maintain academic records.

Upward Bound instructors have the responsibility to develop curriculum in their area of expertise that will provide instruction as well as enrichment experiences for participants. Instructors are expected to provide a positive learning environment, serve as a positive role model, and be supportive of the Upward Bound objectives. The instructors report to the Director.

Other Duties

- Develop a course syllabus
- Develop course curriculum
- Provide instruction as assigned
- Evaluate each participant's performance
- Attend Upward Bound staff meetings and Upward Bound in Service training
- Maintain accurate records on each participant (attendance and grades)
- Perform other duties assigned

The requirements listed are representative of the knowledge, skill and or ability required

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Qualifications

- Experience developing academic curricula and interactive classroom instruction specially for high school students.
- Experience teaching high school students in the areas of Mathematics, English or Science.
- Skills to evaluate student's needs and progress.
- Skills to establish and maintain supportive relationships with multi ethnic participants from culturally diverse backgrounds.
- Skills to establish, develop and maintain supportive working relationships with all staff.
- Valid NYS teaching credentials or a Master's degree in Mathematics, English or Science.

Preferred Qualifications: Knowledge of and/or experience with TRiO Programs. Knowledge of and/or experience with Common Core State Standards.