



CIVICORPS SCHOOLS JOB DESCRIPTION

POSITION TITLE: Part-Time Science Teacher

DEPARTMENT: Civicorps Corpsmember Academy

REPORTS TO: Head of School

WORK DAYS: Year-round school calendar of 180 instructional days

Desired Schedule: Monday 8:00-4:00; Wednesday from 8:00-10:00; Friday 8:00-1:00

Total hours = 15 | Teaching hours = 10

FLSA STATUS: EXEMPT

Position Summary

As a member of the Corpsmember Academy faculty team, the Science Teacher will be responsible to design, deliver and evaluate creative, transformational Science education for young adults. The Science Teacher will manage the hands on exploratory space, expose students to a variety of technology tools, and ensure basic computer literacy is attained through generation of a tech-skills checklist or appropriate certification attainment.

Job Requirements

- Bachelor's degree (BA or BS) from four-year college or university in relevant field of study.
- One to two years related experience and/or training in youth development, middle or high school educational program, community-based organization or other youth centered environment; or equivalent combination of education and experience.
- Experience creating and executing dynamic and relevant lesson plans.
- Successful experience working with young adult students
- Strong communication and organizational skills
- Ability to pass state and federal criminal background checks as well as a TB test

Desired Education and/or Experience

- California Teaching credential with CLAD
- Resource Specialist and/or Special Education background a plus
- Fluency in a second language is helpful

Job Duties

Instruction

- Design and deliver creative, participatory instruction to young adults in small groups using a variety of methodologies to address multiple learning styles.
- Plan rigorous lessons that are tied to student learning outcomes and standards.
- Utilize a variety formative and summative assessment methods to monitor student progress including standardized testing, tests and quizzes, observation of performance tasks, interviews, rubrics and portfolio completions.
- Use data to inform instruction and planning.
- Work closely with teaching staff to collaborate on lesson planning for students.

Assessment and Accountability

- Maintain a well-managed and supportive classroom environment.

Part-Time Science Teacher
Academy – 6/2019



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- Ensure high and appropriate expectations are clearly communicated to students.
- Responsible for quarterly student progress reports by collaborating with teaching team.
- Collaborate with Program Specialist to record student attendance and progress.
- Refer students for special academic, personal and vocational services as needed to appropriate staff.

Community Building

- Assist with projects outside the classroom to enhance community building and celebrations such as monthly cultural awareness programs and graduations.
- Participate in faculty committees and activities to integrate student vocational and academic learning.
- Contribute special talents and interests to broaden the experience of youth in the Corpsmember Academy

Qualifications

- Commitment to serving the East Bay community as well as an interest in stewardship for the environment and working with young adults.
- Understand how to effectively engage youth with content that is meaningful and relevant.
- Recognize the barriers to success faced by 18-26 year olds without a high school diploma.
- Strong and open communication with students and staff.
- 1:1 mentoring skills.
- Commitment to maintaining a positive and productive work environment.
- Ability to model professionalism and demonstrate systems of organization to students.
- Appreciation for and ability to create a differentiated learning experience that meets the needs of all learners.
- Flexible and adaptable to change and/or ability to acquire the necessary skills to work in a creative and demanding learning environment including the ability to problem-solve and manage ambiguity and adversity.
- Ability to work in an open, fast-paced, nontraditional agency under high pressure and deadlines.
- Computer literate and enthusiasm for integration of technology in the learning environment.
- Demonstrated skill in developing positive working relationships with young adult students.
- Awareness of, and familiarity with, California State standards for secondary education.
- Demonstrated ability to design, deliver and evaluate curriculum to meet needs of students with multiple learning styles, language skills, literacy levels and interests.
- Dedication to working closely and cooperatively in a community-based organization with diverse staff, students, families and/or partnerships.
- Ability to provide leadership and serve as a mentor.
- Sense of humor, high ethical professional standards, multicultural perspective and deep enjoyment of teaching.

Employee Benefits

Civicorps has a culture of caring for each other, personally and professionally. We enjoy a working environment that includes on-going staff activities, numerous health and wellness programs, employee recognition programs, and much more.

Civicorps offers a competitive employee benefits package including:

- Sick Leave accrual
- Health and Wellness Activities
- Flexible Spending Account for Health/Child Care
- Professional Development



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Other duties as assigned.

Physical Demands

Regularly required to sit, stand, walk, talk, hear, operate a computer, hand-held learning devices and other office equipment, reach with hands and arms, and must regularly lift 10-15 pounds and occasionally lift and/or move 20-40 pounds.

Civicorps is an equal opportunity employer. Civicorps prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status

NOTICE: The statements herein are intended to give a broad description of this job function and should not be construed as an exhaustive list of all responsibilities, duties and skills required. Other duties and/or projects may be assigned as needed.

Employee Signature