

<b>Job Title</b>	Lead Instructor - Chemistry (STEP)
<b>PVN ID</b>	BM-1708-002014
<b>Category</b>	Instruction and Social Service
<b>Location</b>	BOROUGH OF MANHATTAN C. C.
<b>Department</b>	Office of Research - Science and Technol
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$35.00
<b>Hour(s) a Week</b>	0.00-3.00
<b>Closing Date</b>	Oct 16, 2017 (Or Until Filled)

## General Description

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### **SUMMARY**

Under the supervision of the Director of Research and Program Coordinator and Director, this position is responsible for developing and implementing a STEM course designed to assist students in acquiring the skills and aptitudes necessary to pursue postsecondary education leading to careers in scientific, technical, or health - related fields or the licensed professions.

### **RESPONSIBILITIES**

- Design and deliver a project based syllabus high school students
- Ensure that lessons emphasize research methods and protocols, as well as promote STEM related fields and professions.
- Maintain accurate and complete attendance records.
- Teach students to work collaboratively to solve problems and to think logically and creatively.
- Record and assess student's progress and provide feedback.
- Maintain a strong, regular personal attendance record.

## Other Duties

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## Qualifications

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### **Required:**

- Minimum of 60 college credits, 30 in discipline applicant seeks to instruct. Must provide transcript. (Minimum 3.5 GPA for applicants pursuing a degree.)
- Research experience required. Laboratory experience for hard science applicants.

- Must hold a Certificate of Fitness (C-14) or be willing to obtain one prior to program start date (October 2017).

**Preferred:**

- Evidence of planning, organization, and time management skills.
- Experience teaching or working with middle and/or high school students. Experience teaching or working with youth from underserved communities is strongly preferred.
- Excellent communication and problem-solving skills, positive attitude, detail oriented, and self-motivating.