
Job Title	CTE Learning Specialist, Social Sciences
PVN ID	BM-2402-006165
Category	Instruction and Social Service
Location	BOROUGH OF MANHATTAN C. C.
Department	Office of Accessibility
Status	Part Time
Hourly Rate	\$25.00-\$28.00
Hour(s) a Week	5.00-19.00
Closing Date	May 15, 2024 (Or Until Filled)

General Description

Borough of Manhattan Community College (BMCC) is now the largest college in the City University of New York system, with more than 20,000 students, and is the first community college in Manhattan. BMCC's mission: BMCC is a diverse teaching and learning community committed to advancing equity and the intellectual and personal growth of students. Working to strengthen a culture of care inside and outside the classroom, we share a passion for learning with students from around the world. We strive to increase degree completion, successful transfer, career achievement and service and leadership within our community, New York City, and beyond.

The Office of Accessibility at BMCC is recruiting to fill a CTE (Career and Technical Education) Learning Specialist, Social Sciences position as part of the College's Strengthening Career and Technical Education for the 21st Century Act (formally known as the Perkins Grant).

The BMCC Office of Accessibility is seeking a CTE Learning Specialist, Social Sciences with a strong academic background in the social sciences as well as a genuine commitment to supporting individuals with disabilities in achieving academic and career success. The right candidate can hit the ground running and is poised to provide evidence-based interventions to help students at-risk of course non-completion make it to the finish line.

This part-time temporary position is available in a hybrid format with some hours worked on-site on BMCC's main campus and others completed virtually (Zoom).

Other Duties

- Works with students in the following CTE majors: Business Administration, Business Management, Small Business/Entrepreneurship, Financial Management, Digital Marketing, Community Health Education, Gerontology, Public Health, Public and Non-Profit Administration, Criminal Justice, Early Childhood

Education, Math and Science for Secondary Education

- Participates in identification of students exhibiting signs of academic difficulty.
- Explores students individual learning preferences and works with them to develop active learning and study strategies that are appropriate for their needs and optimizes their learning.
- Assesses the academic progress of students and assists them in developing individualized study and remediation plans, including timelines. Sets clear expectations for student performance and monitors the continued success of each student.
- Meets with CTE Accessibility Student Support coaches regularly to review students' accommodations plans related to currently enrolled courses.
- Ensures students are aware of learning management tools and resources provided by the college.

Qualifications

- Associate's or Bachelor's degree with major GPA of 3.0 or higher in one of the following majors and one (1) year of appropriate experience: Business Administration, Business Management, Small Business/Entrepreneurship, Financial Management, Digital Marketing, Community Health Education, Gerontology, Public Health, Criminal Justice, Early Childhood Education, Math and Science for Secondary Education.
- Adept in assessing individual students' learning skills and their ability to effectively learn.
- Experience working with students with disabilities at high school or college level.
- Excellent interpersonal and communication skills to be able to work collaboratively with students, faculty and staff, and student affairs administrative teams.