



Job Title	High School Equivalency (HSE) Instructor (2)
PVN ID	HO-1509-000741
Category	Instruction and Social Service
Location	HOSTOS C. C.
Department	Division of Continuing Education & Workf
Status	Part Time
Hourly Rate	\$30.00-\$35.00
Hour(s) a Week	12.00-19.00
Closing Date	Nov 15, 2016 (Or Until Filled)

General Description

The CUNY Fatherhood Academy (CFA) is a comprehensive program designed to promote responsible parenting and foster economic stability for unemployed and underemployed young fathers through education, employment, and personal development. Increased familial engagement, attaining a High School Equivalency (HSE) diploma and finding gainful employment are all essential goals of the CFA. The program's central focus is to help young fathers prepare for and enroll into college or training programs, with the understanding that earning a college degree is the most effective path toward providing long-term economic sustainability for themselves and their families. The program is targeted to serve Black and Latino fathers, ages 18–24, from throughout New York City. Under the NYC Mayor's Young Men's Initiative, the CUNY Fatherhood Academy is expanding to a new site at Hostos Community College.

Under the supervision of the Director, the HSE Instructor will provide participants academic instruction and work collaboratively with program staff to identify and address specific academic and personal needs of each student.

Other Duties

Under the supervision of the Director, the HSE Instructor will provide participants academic instruction and work collaboratively with program staff to identify and address specific academic and personal needs of each student.

General Duties

- Provide specialized academic instruction to target population while assessing student performance to determine readiness for TASC exam;
- Demonstrated knowledge of Common Core and TASC; extensive understanding of core subject areas on TASC;
- Ability to respond effectively to feedback and adjust teaching strategies and materials in order to motivate students and respond to student needs;
- Offer comprehensive general advising and guidance to students on TASC subjects as needed;
- Ability to integrate new theories, concepts, practices, innovations, or techniques relevant to the TASC exam into standard instructional materials;
- Assist with monitoring, tracking and tallying student data for reports and program analysis;
- Assist with identifying and coordinating supplemental instruction support services for participants;
- Assist in the development of supplemental learning materials and activities to meet varying academic needs of students;
- Strong presentation, verbal and interpersonal communication skills to successfully work with and present to diverse learners and audiences;
- Experience working with linguistically, culturally and academically diverse students;
- Responsible for helping to recruit, schedule, and provide counseling services to students; and
- Facilitation experience in adult or developmental education using a holistic and strengths-based approach to student development preferred

Qualifications

Minimum Qualifications

- Bachelor's degree and five years related experience

Qualifications

- Experience counseling and working with students with development math/reading needs
- Knowledge of existing academic standards and familiarity with Common Core Learning Standards, TASC preparation, and college placement exams
- H/she must be able to demonstrate good organization skills, positive interpersonal skills, and excellent communication skills
- Strong facilitation, training, and professional development skills
- The ideal candidate must demonstrate expertise in the development of learning skills and learning strategies, presentation and group facilitation experience. The candidate must also have experience in planning, implementing, and evaluating workshops, strong writing and oral communication skills
- Evening hours may be required

The ideal candidate will also have experience working with the target population and experience working in a college or university setting.

Hourly Rate: \$30 - \$35

Position will remain open until October 23, 2015 or until filled.

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