

Job Title	Service Learning Facilitator
PVN ID	LA-1703-001705
Category	Instruction and Social Service
Location	LAGUARDIA C. C.
Department	Workforce Education Center
Status	Full Time
Hourly Rate	\$18.00-\$20.00
Hour(s) a Week	35
Closing Date	Jul 03, 2017 (Or Until Filled)

General Description

Job Description for Service Learning Facilitators- (ten (10) positions available).

Employment Period: June 19, 2017 – August 25, 2017.

Hours: 9:00 AM – 5:00 PM for 7 sections and 11:00 – 7:00 PM for 3 sections

Location: LaGuardia Community College

29-10 Thomson Avenue

Long Island City, NY 11101

The Service Learning Facilitator will report to the Director of the Workforce Education Center.

Service Learning Facilitators will be responsible for leading 14 & 15 year old Summer Youth Participants through a six-week service learning process related to specific topics. We are looking for dedicated professionals who want to work with youth and provide them with an exemplary learning experience. It is expected that the service learning activities will build partnerships and address genuine community needs.

Topic include:

- Science, Technology, Engineering and Math (STEM)
- Science, Technology, Engineering, Arts and Math (STEAM)
- Veterans Services
- Health & Wellness
- Project Pawn - Education through Chess
- Immigration and the New Administration
- Violence Prevention
- Digital Arts & Cinema Technology

- Newsletter Creation
- Civic Engagement

Key Responsibilities:

Classroom management of participants over a six-week summer period

- Conduct and coordinate meaningful service learning projects that will afford participants an opportunity to apply conceptual knowledge to real-world situations.
- Plan and schedule trips related to the subject matter
- Chaperon classes carefully to ensure that all participants are learning in a safe, constructive manner
- Responsible for students' folders, including attendance, evaluations and assessments.

Other Duties

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Qualifications

Qualifications and Skills:

- Associates degree in a related field required or a College Senior.
- Must be interested in one of the service learning topics.
- Ability to build rapport with youth ages 14 & 15 years of age.
- Interested in working in a cultural diverse setting on a College campus
- Excellent communication and presentation skills
- Computer literate in Microsoft Office and other related technologies
- Comfortable working in a fast-paced environment