

<b>Job Title</b>	Math Instructor: Part-Time Position
<b>PVN ID</b>	LA-1804-002452
<b>Category</b>	Instruction and Social Service
<b>Location</b>	LAGUARDIA C. C.
<b>Department</b>	Pre-College Academic Programming Departm
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$40.00-\$40.00
<b>Hour(s) a Week</b>	8.00
<b>Closing Date</b>	Jun 16, 2018 (Or Until Filled)

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## General Description

The Pre-College Academic Programming Department ([www.laguardia.edu/pcap](http://www.laguardia.edu/pcap)) is seeking a part-time Math specialist to provide comprehensive math tutoring services. PCAP's mission is to support low income adults and out-of-school youth as they apply to college, matriculate, and persist through their first year at LaGuardia Community College.

Work will include a variety of instructional and assessment duties including the following:

- Design and deliver comprehensive math tutoring services, including the creation of supplemental instruction materials, to first year college students for up to 8 hours per week
- Provide support services for students experiencing mathematics difficulties
- Evaluate students for strengths and weaknesses in mathematics
- Conduct outreach via phone and email to eligible students
- Meet with tutoring coordinator to update her on student participation and progress
- Implement data collection, entry, and reporting procedures for the First in the World: Back on Track program
- Other related duties as assigned

This is a grant-funded appointment subject to the availability of continued funding.

Located in Long Island City, Queens, LaGuardia Community College was founded in 1971 as a bold experiment in opening the doors of higher education to all; we proudly carry forward that legacy today. Serving 50,000 students annually, many of them immigrants and more than 2/3 coming from families that earn \$25,000 or less, LaGuardia is a nationally recognized leader among community colleges for boundary-breaking success educating underserved students. Visit [www.laguardia.edu](http://www.laguardia.edu) to learn more.

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## Other Duties

## Qualifications

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- Bachelor's Degree Required. Master's degree in mathematics, secondary mathematics, education, adult education or related field preferred.
- Minimum 3 years teaching experience in adult education, secondary or postsecondary education classrooms
- Familiarity with the CAT Math Exam
- Strong conceptual understanding across mathematics, including, but not limited to: mathematical thinking, arithmetic, college algebra, geometry and statistics
- Demonstrated understanding and use of inquiry-based and constructivist pedagogies
- Demonstrated use of interdisciplinary approach to math instruction, including problem centering, contextualizing and other strategies
- A minimum of two years' experience and demonstrated skill in improving students' mathematic skills and reasoning
- Experience working as a member of a project team or department that includes, but is not limited to: teachers, faculty, support professionals and administrators
- A commitment to supporting college readiness & success for underserved students; an understanding of college access and transition issues
- Ability and skill to motivate and lead non-traditional learners to persist and thrive in new collegiate and academic environment
- Experience working with a diverse adult or out-of-school youth student population, preferably in a higher education setting.
- Some evening work may be required.

To apply, submit a resume, cover letter and a sample of a recent lesson or unit plan designed to develop students' mathematics skills. Applicants should upload the cover letter and work sample as one attachment.