
Job Title	SYEP Service Learning Faciliator
PVN ID	LA-2002-003553
Category	Instruction and Social Service
Location	LAGUARDIA C. C.
Department	Workforce Education Center
Status	Full Time
Hourly Rate	\$22.00
Hour(s) a Week	35
Closing Date	Apr 26, 2020 (Or Until Filled)

General Description

The Workforce Education Center is an arm of the Division of Adult & Continuing Education at LaGuardia Community College that works with youth ages 14-24 who are need of an internship, a high school equivalency diploma, community service experience, entry in to the job market or interested in entering college. The Service Learning Facilitators report directly to the Curriculum Development Specialist and are primarily responsible for oversight of classroom participants and all of its activities over a six-week period in July & August. Twenty-five (25) positions will be available from June 22- August 21, 2020 (8 weeks).

Twenty-five positions will be available from June 22-August 14, 2020. 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 in one of the various topics. It is expected that the service learning activities will build partnerships and address genuine community needs.

Topics include:

- Science, Technology, Engineering and Math (STEM)
- Health & Wellness
- Immigration and the New Administration
- Violence Prevention
- Digital Arts & Cinema Technology
- Newsletter Creation
- Active Citizenship
- Environmental Justice
- Violence Prevention
- Performing Arts

Other Duties

Performance 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.
- Oversee Classroom assistants to ensure that they assist in motivating and encouraging participants to complete tasks.

Qualifications

- 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 culturally 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

A background check and finger printing are required prior to finalizing an offer of employment.