

<b>Job Title</b>	Summer Instructors
<b>PVN ID</b>	LE-1804-002477
<b>Category</b>	Instruction and Social Service
<b>Location</b>	LEHMAN COLLEGE
<b>Department</b>	The Bronx Institute
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$50.00-\$50.00
<b>Hour(s) a Week</b>	32.50
<b>Closing Date</b>	Jun 26, 2018 (Or Until Filled)

## General Description

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**Organization:** Bronx Institute at Lehman College

**Company Profile:**

The Bronx Institute at Lehman College is looking for summer instructors to work for our GEAR UP Summer Program at Fordham University. This program will serve rising 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade students in enrichment classes. Our Institute works to promote equity and excellence in the education and learning of Bronx students in K-16 by involving administrators, teachers, parents and the students themselves in high quality programs that support and enhance educational opportunities.

**Location:** Bronx, NY- Fordham University

**Status:** 2018 Seasonal, July 6<sup>th</sup>- August 10<sup>th</sup>

**Orientation:** Friday July 6<sup>th</sup> at Lehman College

Summer Program: Monday July 9<sup>th</sup> to Friday August 10<sup>th</sup> at Fordham University

## Other Duties

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- Teach summer enrichment courses in the humanities field (Literature, Social Studies, and ENL)
- Implement the provided curriculum and differentiating lesson plans to meet all students' needs
- Administer pre and post assessments to track student progress during the summer program
- Administer a final grade to students at the completion of the course as students will be receiving high school credit
- Attend field trips and support in the supervision for all students during transportation, walking to location, and during the trip
- Assist in workshops with the New York Botanical Garden
- Escort students to the cafeteria in an orderly fashion
- Assist in the check in of students by taking daily attendance and making sure all students have been accounted for before submitting attendance to administrative staff

## Qualifications

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- **Must be able teach the entire five weeks (from 7/9-8/10/18)**
- **New York State Certification for secondary education in content area**
- **Master degree and 3 years of teaching experience with high school students required**

## Work Hours

- **9:00 am-3:30 pm**
- **\$50/hour including 30 minute prep time each day (from 7/9-8/10/18)**
- **Monday to Friday**