

<b>Job Title</b>	STEM Summer Instructor
<b>PVN ID</b>	LE-1806-002560
<b>Category</b>	Instruction and Social Service
<b>Location</b>	LEHMAN COLLEGE
<b>Department</b>	The Bronx Institute
<b>Status</b>	Full Time
<b>Hourly Rate</b>	\$50.00-\$50.00
<b>Hour(s) a Week</b>	35
<b>Closing Date</b>	Aug 18, 2018 (Or Until Filled)

## General Description

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

**Status:** Seasonal, July 5<sup>th</sup>- August 10<sup>th</sup>

**Orientation:** Thursday July 5<sup>th</sup> and Friday July 6<sup>th</sup> at Lehman College

**Summer Program:** Monday July 9th to Friday August 10th at Fordham University

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 9th, 10th, and 11th 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.

## Other Duties

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Other Duties Job Description:

- Teach summer enrichment courses in the science field (knowledge in Biology and Ecology)
- 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 the supervision for all students during transportation, walking to location, and during the trip
- Escort students to the cafeteria during lunch in an orderly fashion
- Take attendance daily for each group of students being taught and make sure all students have been accounted for before submitting attendance to administrative staff

**Skills:**

- Proactive
- Resourceful
- Creative
- Independent
- Good classroom management
- Detail-oriented

**Compensation:**

- \$50/hour

## Qualifications

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**Qualifications:**

- **New York State Teacher Certification for secondary education in content area required**
- **Master's degree in your area of expertise**
- **3 years of teaching experience with high school students required**

**Requirements:**

- **Must attend mandatory orientation session on Thursday, July 5<sup>th</sup> and Friday, July 6<sup>th</sup>**
- **Work hours are Monday through Friday, 9:15am-3:30pm**
- **Must be able to teach the entire five weeks of the summer program**