
Job Title	Creative Exchange Lifelong Learning Instructor
PVN ID	SI-2508-006993
Category	Instruction and Social Service
Location	COLLEGE OF STATEN ISLAND
Department	OCEE
Status	Part Time
Hourly Rate	\$40.45-\$40.45
Hour(s) a Week	0.00-2.00
Closing Date	Oct 27, 2025 (Or Until Filled)

General Description

Grounded in the Liberal Arts tradition, the College of Staten Island is committed to the highest standards in teaching, research, and scholarship.

CSI's Office of Community Educational Engagement (OCEE) is a central resource and bridge connecting the college and community. Our purpose is to prepare students to more fully participate and thrive through academic programs, supportive learning communities, and collaborations across campus and within the community.

Drawing from our deeply rooted history in disability rights, the OCEE's Creative Exchange program is a community for lifelong learning serving adults over the age of 21 with intellectual and developmental disabilities (IDD). We provide skills training and unique learning experiences in and out of a college classroom for personal growth and self-empowerment that responds to the student's self-identified needs.

The instructor position reports to the Director of Community Educational Engagement and will plan and teach self-advocacy and self-care through two, 45 minute, engaging virtual courses for adults with IDD.

Role: Teaching Self-Advocacy & Self-Care to Adults with Intellectual & Developmental Disabilities

Status: Part Time

Schedule: Thursdays, 6:15pm-8:15pm

Modality: Virtual

Other Duties

- Plan and implement lessons that offer engaging learning experience based on the course descriptions.
- Ensure hands on activities are incorporated in lessons where appropriate

- Incorporate strategies that help students reach their self-identified goals in your lesson planning
- Adjust lesson planning and instruction based on student feedback and performance as needed
- Participate in meetings and professional development as required
- Ensure a safe classroom environment, where there is mutual respect and student's rights are upheld
- Timely submission of daily attendance using the template provided by the program
- Timely completion and submission of Student Ratings based on attendance records
- Plan and feature a student-centered end of semester project, activity, performance, or presentation during Showcase Week
- Other duties as assigned

Qualifications

- As a local, lifelong learning program, Creative Exchange honors the lived experience of our staff and instructors. We recruit, screen, and hire professionals who have worked with adults with intellectual and developmental disabilities, retired Educators, retired professionals, and retired enthusiasts who have passion for their craft to engage our students, regardless of ability.
- Working knowledge of various disabilities
- Excellent communication (written, verbal, and interpersonal) skills, and able to mediate conflict
- Ability to work collaboratively with colleagues and be proactive
- Excellent time management and organizational skills
- Highly motivated with a willingness to be flexible and creative
- Bachelor's Degree and/or industry-recognized credentials are preferred
- Experience teaching adults with adult education training preferred

Course Descriptions:

Find Your Voice: A Guide to Self-Advocacy: Want to live your best life? Join this class to learn how to find your voice and use it with pride! We'll discover what self-advocacy is and why it's important. You'll learn to speak up for yourself and share what's important to you. Through fun activities with your classmates, you'll learn new tools and practice using your words to help you feel confident. We'll explore what you want for your future—like school, a job, and hobbies—and make a plan to get you there. You'll also learn about your rights and how to find people who will support you. Ready to take charge and make your dreams happen? Let's do it together!

Healthy Habits, Healthy Life: A Guide to Self-Care: Ready to feel your best every day? Join us for *Healthy Habits, Healthy Life*, a fun class all about self-care! We'll explore simple ways to take great care of your body and mind. You'll learn about:

- Healthy Foods: We'll discover tasty foods that give you energy.
- Fun Ways to Move: Get your body moving with easy routines like stretching, walking, and even dancing!
- Feeling Calm: Learn relaxing exercises like quiet time, meditation, and mindfulness to help calm your worries.
- Daily Habits: Learn simple habits for good hygiene and staying healthy.

By the end of the class, you and your classmates will have a toolbox full of tips on living a confident, peaceful

and healthy life to share during Showcase Week at the end of the semester!