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**Job Title:** Lead Instructor  
**PVN ID:** LA-2008-003688  
**Category:** Instruction and Social Service  
**Location:** LAGUARDIA C. C.

**Department:** Workforce Development  
**Status:** Full Time  
**Salary:** Depends on qualifications  
**Hour(s) a Week:** 35

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#### General Description:

LaGuardia TechHire is a workforce development technology training initiative that is funded by a 4.5 year \$3.9 million U.S. Department of Labor grant, housed within LaGuardia Community College's Division of Adult and Continuing Education, Workforce Development Department. Through the TechHire program, we offer training in web development, IT/Networking and data analytics, all at no cost to participants. As we move into completing our grant's final months (grant end date is Dec. 31, 2020), we are seeking a full-time, temporary Lead Instructor - Web Development to provide educational support and instruction for our students as they learn full-stack web development with the goal of obtaining employment in this field. The Lead Instructor will work closely with our partners General Assembly and Software Guild to ensure students have a smooth transition between the different training components of the TechHire program, as well as with TechHire staff to ensure that participants are supported and that program data is being collected in an effective manner. We are looking for someone who is an active member of the tech community and can help connect our students to exciting events and networking opportunities. Our #1 goal is to get students into jobs, so the ideal candidate will have a good sense of what employers are looking for from a technical perspective, and can design and lead workshops that complement students' skills and help them become interview- and job-ready. This position requires someone with energy, creativity, patience and compassion, dedicated not just to supporting TechHire students' learning so they can connect with successful careers, but is ultimately committed to improving diversity in this field, as our students come from nontraditional backgrounds which are typically underrepresented in the tech industry.

#### Other Duties:

- Develop curriculum and deliver instruction to students in the TechHire program; plan and teach technical sections of return week following the completion of partner training; lead helper sessions (study hall, refresher, etc.).
- Design and lead regular workshops to support students employment readiness from a

technical perspective (e.g. whiteboarding, coding challenges, working with data structures and algorithms; designing with content management systems; Agile/SCRUM).

- Provide tutoring sessions and materials for students who need extra support.
- Find and share opportunities for students to connect with the larger tech community, including meetups, hackathons, conferences, workshops and other tech sector events.
- Help to monitor and report on student progress and outcome.
- Update students on pertinent program news relevant to schedule, protocol, staff availability, etc.
- Complete regular check-ins (group/individual) with students to support progress toward completion and employment.
- Work closely with TechHire staff and training partners to collect and track students' information and to monitor their progress throughout the program and once they've entered employment.
- Participate in regular meetings with team members and partner training providers to discuss students' academic progress and to identify areas of extra support needed.
- Other duties as assigned

#### Details

- Location: Remote.
- Full-time preferred, part-time is also a possibility.
- Salary: \$4,100-\$5,000 monthly, for approx. four months (equivalent to an annual salary of about \$50-60K).
- Start date: ASAP; End date: December 31, 2020 (grant end date).

#### Qualifications:

- Bachelor's degree preferred but not required.
- Our Software Guild students are learning Java, Spring, and SQL. Our General Assembly students are learning Javascript, Node, Express, MongoDB, Ruby on Rails and Python. You should be comfortable providing educational support and instruction in the languages, libraries and frameworks, as well as with data structures and algorithms, object-oriented programming, aspect-oriented programming, and some aspects of organizing the code and keeping it modular. You should also have familiarity with front end frameworks (e.g., React, Vue, Angular).
- Experience in teaching or leading teams in the tech field with a high level of understanding of programming principles.
- Experience working with young adult learners (aged 17-29) is a plus.
- Excellent verbal and written communication skills and the ability to convey programming concepts to students who come to the program with varied educational backgrounds.
- Strong desire to work with a diverse population of young adults to enable them to move into careers in the NYC tech community.