Instructor, Summer Science Academy 2018
Job Description

Job Summary
The employment period is from May 29th - July 13th, 2018. A criminal background check is required BEFORE employment begins. The overarching responsibility of each staff member of the Summer Science Academy is the safety and well-being of all students. However, this position primarily involves teaching and instructional engagement, and mentoring. Instructors are required to model and exhibit those behaviors expected of future healthcare and/or other professionals. Instructors are also expected to adequately prepare to teach their subject areas in depth and at a pace, and level, that students will benefit from the learning experience. The quality of instruction is required to be at a challenging level where students learn and enhance their problem solving and thinking skills. Teachers are required to foster a supportive learning environment in which students are encouraged to increase their fund of knowledge through “academic risk-taking”. At the end of the course of study, students must have a measurable increase and understanding of new or previously learned concepts in science. Instructors will be provided parking. The daily work hours are 7:30 am- 5:00 pm and some evening hours.

General Position Responsibilities
- Demonstrate professionalism through preparedness, cleanliness, dress and communication
- Follow the program’s procedures and policies at all times
- Maintain a positive and fun attitude that students may follow
- Maintain a positive working relationship with other staff members
- Demonstrate effective problem solving skills, even temper, and a team player
- Oversees the respective discipline of the summer academy, creating and coordinating safe, academically challenging, and enriched activities for students.
- Ensures that activities are effectively implemented
- Instructs and leads specialized activities with students and other instructors

Specific Duties/Responsibilities
- Attend and actively participate in training May 29th – June 1, 2018, 8:30 am – 5:00 pm
- Work weekly required hours, attends staff meetings, and evaluation process of the program
- Plan, organize, and implement innovative lesson plans and activities for students
- Uniform dress is required
- Attend each evening Closing Ceremony for each Academy session
- Assist with check-in and check-out during the Academy day program hours
- Chaperone and monitor students participating in field trips
- Monitor supply inventory and make requests as needed
- Additional responsibilities as assigned

Qualifications
- Seeking current medical and graduate students and/or high school science teachers.
- Demonstrated academic success (candidates must submit transcript from most recent enrollment in college, university, or professional school).
- Previous teaching experience preferred
• Previous experience working with youth ages 14-16

Compensation

• $3500 stipend / parking accommodations

To Apply

If you are interested please submit the following:

• Resume with Cover Letter
• Official school transcript (if applicable)
• Letter of support from Dean’s Office or Academic Advisor (letter of recommendation for current teachers)

Cover letter, resume, and letter of support can be sent electronically to rtoole2@emory.edu

Position(s) open until filled

Official School Transcripts must be sealed and mailed to:

Mr. Reginald Tooley
EUSOM Summer Science Academy
100 Woodruff Circle, Suite 375
Atlanta, GA 30322