

Make a Difference While Earning a Living!



****JOB ANNOUNCEMENT****

The following position is currently open at Self Enhancement, Inc. Applications are available at the Center for Self Enhancement located at 3920 N. Kerby, Portland, OR 97227. **A completed application must be submitted for consideration of each position.** Applications can also be found at www.selfenhancement.org . You may fax your application to (503) 249-1955 or e-mail to seijobs@selfenhancement.org.

SEI Academy Charter School Teacher (Part-time) Title I Language Arts

The Title I Language Arts Teacher is responsible for providing an effective program that will accelerate the achievement of students who are working below grade level. The teacher will also be responsible for maintaining student records, assessments, student databases and all related Portland Public Schools Title I program information.

PRIMARY RESPONSIBILITIES

- Assess students periodically during the school year.
- Group students according to their academic needs.
- Meet with students in small tutorial groups.
- Complete quarterly student progress reports.
- Prepare students for the NWEA and TESA tests.
- Function as a proctor during NWEA and TEST administration
- Meet with parents to encourage their participation in their students' academic success.
- Meet periodically with Title I Reading and Math Specialist.
- Keep track of students' progress through record keeping.
- Prepare Rank Ordered List of student performance for the administration.

QUALIFICATIONS

- Bachelor's Degree in Education and Highly Qualified in required subject matter.
- Enthusiasm for working with youth of various social, education and economic levels.
- At least 3 years of teaching experience; preferably at the middle school level.
- Must have proven expertise, knowledge and skills in the related subject matter.
- Effective classroom management skills.
- Excellent interpersonal and presentation skills.
- Ability to garner student's interest and accountability regarding classroom participation and expectation.

SALARY & BENEFITS

- Competitive Salary
- Benefits are not provided for part-time positions.
- **30 Hours weekly.**

Note: This job description may change as programming evolves. SEI management reserves the right to amend this description at any time.