

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 Math

The Title I Math 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.
- Meeting with students in small tutorial groups.
- Completed quarterly student progress reports.
- Preparing students for the NWEA and TESA tests.
- Functioning as a proctor during NWEA and TEST administration
- Meeting with parents to encourage their participation in their students' academic success.
- Meeting periodically with Language Arts teachers and the Title I Reading/Math Specialist.
- Keeping track of students' progress through record keeping.
- Preparing 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.