



PROVIDENT CHARTER SCHOOL

Position vacancy announcement

Title: Enrichment Instructor
Reports to: Principal & CEO
Anticipated start date: August 15, 2016

About our school

Provident Charter School is a recently approved charter school opening in Pittsburgh, PA for the 2016-17 school year. The school was designed specifically to address the needs of students with language-based learning differences such as dyslexia. The school expects to open the 2016-17 school year with 96 students in Grades 3-4 and will grow to a comprehensive school serving Grades 2-8 by fall 2021.

Teaching at PCS

Each class reaches capacity at 24 students. We are currently seeking an Enrichment Instructor to teach one section per day from 8:30-9:30am. The Enrichment Instructor must be a natural educator and skilled collaborator interested in leading students in project-based learning. The successful individual will be interested in approaching learning with creativity and who will seek out and leverage opportunities for students to learn in both traditional and non-traditional ways.

This is currently a part-time position which requires teaching up to 4 days a week from 8:30-9:30am. As the school grows in the years ahead this will become a full-time position.

Job Goal

- Develop creative lesson plans that truly engage students.
- Collaborate with other teachers, professional staff, and administrators to address instructional and/or classroom issues.
- Respond to a wide range of inquiries from parents or guardians regarding instruction, learning and student progress.

Required Qualifications

1. At least three years of teaching experience or experience working with children.
2. Excellent communication, leadership, organization and problem-solving skills.
3. Outstanding dependability, initiative, creativity and decision-making skills
4. Proficient in managing and using data to guide decisions for student programs.
5. Ability to secure all relevant and necessary clearances.

Preferred Qualifications

1. Pennsylvania Teaching certification (Elementary K-6 or Grades PK-4).
2. Demonstrated knowledge of instructional techniques.

3. Experience incorporating multi-sensory instruction in small group settings.
4. Experience teaching students with dyslexia.

Professional Responsibilities

1. Prepare thoughtfully tailored lesson plans with clear objectives that incorporate multi-sensory instruction techniques.
2. Orchestrate learning with a balanced approach to instruction, demonstration, student engagement and work time to provide students with opportunities to observe, question, investigate and explore.
3. Organize and lead activities designed to promote physical, mental and social development.
4. Adapt teaching methods and instructional techniques to meet students' needs and interests.
5. Assess student knowledge through a variety of formal and informal assessment techniques, record results and report as needed.
6. Meet with other professionals to address students' needs and progress.
7. Establish partnerships with parents and family members to facilitate engaging, meaningful interactions about student growth and development.
8. Learn and implement assistive technology as needed.
9. Other responsibilities as assigned by the Principal.

Terms of Employment: Ten (10) month position.

Evaluation: Performance of this job will be evaluated by the Principal & CEO.

Salary: Stipend of \$3,500 per year

How to Apply

Interested candidates should email a cover letter & resume to Maria Paluselli, Chief Learning Officer at mariapaluselli@ProvidentCharterSchool.org. Applicants are encouraged to act with urgency.

Provident Charter School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.