

Program Instructor Credit Diploma – SOCIAL STUDIES Teacher

Major Job Responsibilities and Duties:

- Establishes clear objectives for all lessons, units, projects and communicates those objectives to students
- Establishes and maintains a Google classroom
- Adapts teaching methods and instructional materials to meet students' varying needs, abilities, and interests
- Observes and evaluates students' work to determine progress and to make suggestions for improvement
- Responsible for lesson plans, reporting and maintaining accurate attendance, administering assessments, providing students with their personal assessment results, and completing all required paperwork
- Plans and conducts activities for a balanced program of instruction, demonstration and class time that provides students with opportunities to observe, question and investigate
- Instructs students individually and in groups, using various teaching methods such as lectures discussions and demonstration
- Prepares materials and classrooms for class activities through lesson plans
- Uses computers, audiovisual aides, and other equipment and materials to supplement presentations
- Attends professional meetings, conferences, and workshops to maintain and improve professional competence in all updated adult education practices
- Attends staff meetings

Qualifications:

- Comprehensive understanding of, and commitment to the CCS
- Understanding of the knowledge of the College and Career Readiness Standards for Adult Education
- Ability to analyze data
- Knowledge of VRAE's intake process
- Willingness to work toward continuous program improvement
- Ability to work in a variety of settings with culturally diverse population
- Demonstrates awareness of interpersonal, communication, and group facilitation skills

Must hold a valid Connecticut Initial, Provisional, or Professional Educator Certification with appropriate adult education endorsements. **SOCIAL STUDIES 026 required, must also obtain 106**

Part-time, hourly positions do not include paid time off.