
Pre GED Instructor Job Description

RESPONSIBILITIES

- Provide high-quality instruction to participants employing research-based instructional strategies on reading and writing and best practices including differentiated instruction.
- Establish and maintain an effective and engaging learning environment, appropriate to the needs and capacities of the students.
- Use classroom instruction and group participation activities to assist program participants in learning basic reading, writing skills, vocabulary, grammar.
- Ability and flexibility to teach any level as needed.
- Create and administer unit tests and quizzes to ensure learning.
- Record and update class attendance electronically on a daily basis.
- Help students achieve their goals.
- Incorporate technology in lessons.
- Provide electronic lesson plans on a weekly basis to Supervisor.
- Maintain communication with Supervisor regarding: students, site, instruction or other issues as it impacts the performance of the class.
- Complete online training for specific curriculum to be used with students.

WORK EXPERIENCE

Teaching experience working with adult students in a multi-level setting preferred.

EDUCATION REQUIREMENTS

- Degree in Special Education preferred.
- Knowledge of adult education principles and techniques.

Job Type: Part-time -

Location : Laurel , MD

Days and times : Twice a week - 3 hours each class (specific days and times to be confirmed)

Starting early January 2019 to end in March 2019

Hourly rate : \$24 - \$25

Please email resume to Alexandra Villamizar at alexandra@literacycouncilmcmd.org