

## **Out of School Time: Small Group Literacy Instructor**

### **DESCRIPTION:**

Based in the Oxford Circle neighborhood of Philadelphia, PA, the Oxford Circle Christian Community Development Association (OCCDA) is seeking a Small Group Lit. Instructor for students K-5 at our out of school time program at Carnell Elementary School. The mission of OCCDA is "to extend healing and hope in the Oxford Circle community, believing that God's purpose of reconciling all people to Jesus leads us to minister on spiritual, physical, social & economic levels." The Instructor is responsible for using best practice models to plan and lead instruction during out of school time (OST) programming. Programming is scheduled Mondays-Fridays, between the hours of 3pm-6pm. Actual instruction is from 4:00 pm to 6:00 pm for a maximum 3 days/week with average 5 students per class. This grant funded position is \$15-\$20/hour depending on experience and certification with additional 15% for prep time.

Goal would be to use real time intervention data on students to improve their literacy outcomes

### **JOB RESPONSIBILITIES:**

- Implement and develop lessons for student's grades K-5 in response to intervention data with the goal of improving student outcomes
- Work one-on-one and/or in small groups with students needing extra help
- Ability to work cooperatively with parents, high school volunteers, & staff
- Implement positive discipline and classroom management structure for program

### **JOB QUALIFICATIONS:**

- A commitment to the Oxford Circle community and to the holistic vision of the OCCDA.
- Bachelor degree in Education preferably certification in literacy or related field and two (2) years' experience teaching preferably in an urban setting. An equivalent combination of education and experience will be considered.
- Provide current clearances (child abuse, FBI, mandated reporter and criminal)

### **Qualified candidates are invited to submit their resume via e-mail to:**

Subject Matter: Literacy Instructor

Email: [program@occcda.org](mailto:program@occcda.org)