

## **Position Title:** Instructional Coach

**Reports To:** Program Director

**Work Hours:** 9 am – 2 pm -or- 12 pm – 5 pm, Monday through Friday. 25 hours per week.

**Pay Rate:** \$15 per hour

**Work Description:** Must perform direct supervision service for youth ages 5-13 years of age. Must have fundamental knowledge of Kindergarten through eighth grade math, language arts, and science. Must have skill to model and demonstrate academic learning. For example, showing a youth how to solve a math problem correctly or how to correct spelling errors or how to investigate a science related problem. Must caringly provide focused supervision to youth with regard for the safety and well-being of everyone. Must adhere to the vision, mission, goals, and objectives of the program.

**Pre-Interview Requirements:** Submit cover letter and resume to [bsadirector@bspc.org](mailto:bsadirector@bspc.org)

**Pre-Hiring Requirements:** Attend an interview on **Monday, August 31, 2020 at 9:00 am, 12:30 pm, or 4:00 pm**. Complete a staff information form. Complete and clear both BCI and FBI background checks.

**Hiring Requirements:** Complete all required employment paperwork.

**Post-Hire Requirements:** Complete 1-Hour Child Abuse Training. Complete 1-hour COVID-19 Safety Training. Complete 1-hour Communicable Disease Overview Training.

**Anticipated Hire Date:** Monday, September 14, 2020

**How to Apply:** send cover letter and resume to [bsadirector@bspc.org](mailto:bsadirector@bspc.org). Type “Instructional Coach” in the subject line.