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## **Play Study Win Inc.**

### **AFTER SCHOOL PROGRAM INSTRUCTOR**

Job Title: Instructor	Schedule: Up to 30 hours per week, varied.
Job Type: Part-Time	Pay Rate: \$30/Hour
FLSA Status: Non-exempt	
Reports to: Program Director	Site: Various

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#### **POSITION SUMMARY:**

The person selected for this position will be under direct supervision of the Program Director, and will be responsible for providing an appropriate safe, caring, and enriching environment for children enrolled in the Play Study Win after school program.

Instructors are responsible for conducting themselves in an appropriate manner, setting the example for children, parents, and co-workers by reflecting the program core values of caring, honesty, respect, and responsibility.

#### **ESSENTIAL FUNCTIONS AND JOB DUTIES:**

- Develop and implement plans for curriculum program assigned, and provide written evidence of preparation as required.
- Liaise and train with the PSW Educational Specialist to prepare, teach, supervise, and review the curriculum.
- Develop lesson plans, and instructional materials.
- Provide individualized, and group instructions in order to adapt the curriculum to the needs of each student.
- Translate lesson plans to learning experiences so as to best utilize the available time for instructions.
- Create an effective environment for learning through functional, and creative activities.
- Create a classroom environment conducive to learning, and appropriate to the physical, social, cultural, and emotional development of students.

#### **JOB QUALIFICATIONS:**

- Bachelor Degree from an accredited university, or higher.
- Experience in Literacy, and Mathematics.
- Knowledge of public school environment a plus.
- Demonstrated strong communication and interpersonal skills.
- Demonstrated record of good attendance and punctuality.
- Must be fingerprinted, pass a background check, and have a physical exam.

For more information please contact the following staff member at [Play Study Win](http://PlayStudyWin.org):

Name: Daniel Wright  
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