**Position Posting**

**Title: Lead Teacher**

**Hours: Part-time**

**REPORTS TO: Program Director**

**ESSENTIAL QUALITIES**

**Omega CDC requires the following qualities of each 21st Century staff:**

* Past experiences and actions reflect a commitment to the Omega CDC mission and core values.
* Demonstrates a sense of urgency and relentless pursuit of significant student achievement in a high need, urban environment.
* Reflective, self-aware and adaptable to others’ communication and work styles.
* Critical thinker and problem solver who takes initiative.
* Belief in the power of collaboration and strives to build a collaborative culture with Omega CDC community, staff, families, students, Dayton Public Schools employees, and other partners.

**ESSENTIAL FUNCTIONS**

**The Omega CDC Lead Teachers are responsible for the direct implementation of the chosen academic programs in reading, math and other identified core academic programs emphasized in the project**

1. **INSTRUCTION**

* Designs and implements engaging lessons and activities for students that are aligned with the identified reading and math programs and student’s individual learning outcomes.
* Works with students (one-on-one or in small groups) to support their individual learning progress
* Conducts informal assessments of students and complies with ongoing formal assessments.
* Supervises all program students and assists with student movement throughout the building.
* Communicates with parents, other school and program staff and project partners to offer support and continuity of services.
* Ensures the safe arrival and departure of students from one program activity to another.
* Partners with parents and community members as well as agencies to encourage their involvement in the academic learning and growth of all participants.
* Contribute in meaningful ways to school-wide goals and student goals, including adjusting instruction as the result of review of individual and aggregate assessments.
* Implement afterschool and summer policies and procedures.
* Supervise students at all times and supervise non-school activities including field trips.
* Maintain accurate records and submit reports on time.
* Complete lesson planning in accordance with curriculum and Program Manager’s suggestions.
* Participates in required training, including curriculum and health/safety trainings.
* Respect personal privacy; maintain the confidentiality of privileged information.
* Participate in required training and use self-initiative to build skills as part of professional development.
* Participate in program evaluation and continuous quality improvement activities.
* Perform other specific job-related duties as directed in accordance with the negotiated agreement

**PREFERRED QUALIFICATIONS**

1. **EDUCATION**: Bachelors or Master’s degree from an accredited institution of higher learning in education, social work, child development, recreation or related field. Teacher certification is highly recommended.
2. **EXPERIENCE, KNOWLEDGE & SKILLS:**

* Experience in teaching in a classroom setting.
* At least 2-3 years previous teaching experience in an urban school district
* Knowledge of Out-of-School Time initiatives.
* Excellent verbal and written communication skills.
* Ability to meet deadlines and manage multiple tasks.
* Evidence of efficacy and willingness to be a team player
* Computer skills to support instruction.
* Valid Ohio Driver’s License.

The Scholars of H.O.P.E. After School Program at Fairview Elementary School is currently accepting applications for a lead teacher (4:00-6:00 pm, Mondays-Thursdays).

All interested candidates should send resume and cover letter to Shanice Rollins- [srollins@omegacdc.org](mailto:srollins@omegacdc.org) and Dormetria Thompson- [dthompson@omegacdc.org](mailto:dthompson@omegacdc.org). No phone calls, please.

\* Selected candidates are required to go through a criminal background check.