



SecondShift Instructor Job Details

Access AfterSchool Mission, Vision, & Philosophy

MISSION: Access AfterSchool enriches the lives of youth, supports working families, and builds healthy communities by providing high quality afterschool and summer programs.

VISION: Access AfterSchool is committed to facilitating connections among youth, their peers, families, mentors, and community. Youth feel a sense of belonging, are socially and emotionally supported, are empowered to explore their interests, and are inspired for the future.

PHILOSOPHY: Access AfterSchool's philosophy is that youth thrive when offered experiences that spark passion, encourage movement, and inspire creativity. These experiences assist youth in developing skills that encourage personal growth, community connection, academic success, and an appreciation for arts, culture, and healthy living.

Description:

Instructors may teach academics, enrichment or both. This seasonal employee is expected to commit to a semester or the whole year. Each program day requires 1.5 hours after school at a rate of \$31 an hour. *Any additional time must be approved by supervisor.* Multiple instructors can job share to fulfill the expected commitment for SecondShift, in which case plan time will be given to the instructor that writes sufficient sub plans or the instructor who creates the lessons.

Expectations:

- Pick students up at designated time daily
- Provide meaningful experiences for students
- Use the Supply Request Form and follow the included directions at least two weeks prior to activity date
- Participate in the WhatsApp community
- Provide timely communication to site liaison
- Drop students off at the designated time daily

Duties:

- Instruct groups of students
 - Manage behaviors
 - Facilitate lessons /Provide homework help
 - Keep students safe
- Incorporate 21st century teaching skills
 - Collaboration & Teamwork
 - Creativity & Innovation
 - Critical Thinking
 - Growth Mindset
 - Health Literacy
 - Initiative
 - Responsibility
 - Digital Literacy
- Communicate to liaison two weeks prior to missing scheduled work dates - *provide sub plans*
- Communicate with SecondShift and Access staff via Whatsapp when necessary
- Take photos of students and upload to our google drive folder

CONTACT ALONDRA ZEPEDA FOR ANY FURTHER QUESTIONS

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