

Position: Adjunct Instructor
Location: Multiple Locations
Type: Part-Time

Come be a part of a team driven to transform teacher education and committed to preparing educators to be the best they can be for their K-12 students! Relay GSE is hiring a team of best-in-class Adjunct Instructors to deliver content-specific instruction in Math, Science, English, Social Studies, and Elementary Math & ELA to our graduate students at our campuses in New York, Newark, New Orleans, Houston, and Chicago. As an Adjunct Instructor, you will play an integral role in the development of our graduate students by teaching them how to teach in their specific content area and grade level through monthly Saturday sessions while working alongside a team of talented educators and leaders, dedicated to continuous growth themselves. In addition to preparing teachers to change the life trajectory of their students, this opportunity stands to be an incredibly enriching professional opportunity for veteran teachers and/or school leaders looking to gain additional experience leading adult learners.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Preparation & Instruction

- Review pre-class day email correspondence in a timely manner and complete necessary action steps
- Prepare for (e.g. complete online pre-work, modify provided session plans, prepare materials) and teach a group of graduate students on ten Saturdays (one per month) for the 2014-15 school year
- Update online syllabus with pre-work and other information about upcoming Saturday content instruction
- Participate in Adjunct Instructor meetings at the conclusion of each Saturday's instruction

Student Assessment & Support

- Score graduate students' assessments within two weeks of the assessment due date and ensure that all scores and comments are recorded on the Course Platform
- Respond to emails from graduate students and colleagues within two business days
- Maintain accurate and timely professionalism logs and scores

Professional Development

- Attend Adjunct Instructor orientation twice a year in order to review the curriculum and learn effective and engaging techniques developed by Relay GSE's instructional leaders
- Debrief instructional strengths and growth areas from session observations with Relay GSE leaders

Institutional Feedback

- Share all resources used in Saturday sessions and provide feedback on curriculum
- Perform other duties as assigned

QUALIFICATIONS

First and foremost, the Adjunct Instructor must share the team's sense of urgency about the need to improve student achievement through phenomenal teacher training. Additionally, candidates for the position must have the following:

- Master's degree or doctoral degree in education
- At least four years of K-12 teaching experience with demonstrated student achievement
- Experience coaching teachers and leading adults
- Ability to commit approximately 20-25 hours per month to the role
- Ability to work efficiently, intensely, and within an entrepreneurial environment
- A demonstrated passion for urban education and closing the opportunity gap



ABOUT US

The Relay Graduate School of Education (Relay GSE) is a groundbreaking graduate school with an innovative Master's degree program designed specifically to respond to today's urgent demand for effective and successful teachers. Relay GSE is serving approximately 850 novice and early career teachers in New York, Newark, and New Orleans as well as over 120 aspiring and current principals nationally.

Relay GSE's mission is to teach teachers to develop in all students the academic skills and strength of character needed to succeed in college and life. Our academic programs — practically focused, reinforced by the proven practices of high-performing schools, and substantiated by research — were designed to enable our graduates to lead their predominantly urban students to demonstrable annual achievement gains. Relay GSE is positioned to bring about transformational change in teacher preparation, becoming the place where a new generation of continuously-improving, results-focused individuals can fulfill their destiny in the world's greatest profession.

COMPENSATION

Relay GSE offers a competitive salary and benefits package for full-time employees.

APPLICATION INSTRUCTIONS

Interested applicants should apply directly to <http://www.relay.edu/careers>. Should you have any questions, please email jobs@relay.edu.

Relay Graduate School of Education provides equal employment opportunity for all applicants and employees.