



JOB TITLE: 21ST CENTURY ELT GROUP LEADER**FULL TIME & PART TIME - Hourly****School Description:**

Eugenio María de Hostos Charter School is in its 21st year of operation as a K-12 school, serving over 900 students. EMHCS offers a dual language program in grades K-2 and a Spanish Language Arts program for grades 3-12. Our school is fortunate to have staff, students and parents working together to create partnerships for learning. It is the mission of the Eugenio María de Hostos Charter School to create a safe and nurturing community of learners where students earn the Seal of Biliteracy (English and Spanish), learn to advocate for social justice and are prepared to enjoy and access what the world has to offer.

Summary of Position:

Under the supervision of the Site Coordinator the After School Program Group Leader will help students develop and strengthen academic, physical and social skills by providing assistance and tutoring to students in the after school program.

Essential Functions:

- Tutoring attendees in academic areas
- Supervision during enrichment activities
- Lesson plans
- Student progress reporting
- Student tracking
- Manage group
- Any other duties / responsibilities assigned by the supervisor and CEO

All employees of the Eugenio María de Hostos are expected to demonstrate:

- A commitment to the vision and mission of the school
- Acceptance, appreciation and respect for cultural diversity
- A commitment to continuous professional growth
- A commitment to work cooperatively and effectively with other staff members
- A sense of flexibility in working with an expanding school
- A commitment and passion for improving the education of children
- The ability to reflect on one's own performance

Skills and Abilities:

- Must have experience working with school-age children in a structured setting
- Must obtain a clear background check through fingerprinting
- Must be able to follow oral and written instructions
- Must be a team player
- Must be available for meetings and trainings outside working hours
- Must have the ability to reflect on one's own performance
- Must be committed to work the full school year and summer as needed
- Must be able to interact positively with others
- Must be sensitive to each family's values, beliefs, traditions and cultural influences

Education / Experience:

- Minimum of Associates Degree
- Bachelor's Degree Preferred
- Experience working with children and youth
- Spanish required for bilingual positions only
- Working knowledge of word processing, internet applications, and computer literacy

Physical Demands:

This position does require occasional standing, squatting frequent sitting and lifting of up to approximate 10lbs