



Job Posting

The Asian American Civic Association (AACAA) provides limited English speaking and economically disadvantaged people with education, occupational training and social services enabling them to realize lasting economic self-sufficiency.

Position Available: Part-Time, Temporary Math Instructor

Primary Duties and Responsibilities:

*Teach basic math (whole numbers, decimals, fractions, percents and elementary algebra) to a diverse group of adult learners two afternoons per week for 14-15 weeks (Sept. 6 through Dec. 16, 2016 although could possibly be rescheduled to early Jan. to mid April, 2017)

Classes are tentatively scheduled for Tuesdays and Thursdays from 2 to 4 PM.

- * Prepare relevant lessons based on an established curriculum
- * Align lessons with College and Career Readiness Standards for math
- * Keep weekly attendance records
- * Attend regularly scheduled meetings with supervisor to assess student progress and challenges (day and time to be determined)
- * Provide class data to supervisor as requested by internal and external stakeholders

Qualifications/Requirements:

- * Bachelor's degree
- * Native English speaker strongly preferred since instructor will have to explain the "language of math" in clear English
- * Demonstrated experience teaching or tutoring basic math to adults
- * Reliability in attendance and punctuality
- * **MUST** be able to commit to entire 15 week class cycle

Salary: 120 total hours (56 teaching, 52 preparation time, 12 assessments and evaluation)
@ \$25/hour

To apply, send resume and cover letter by Aug. 19 to:

HR Department
Asian American Civic Association
87 Tyler Street, 5th floor
Boston, MA 02111

Email: hr@aaca-boston.org

Asian American Civic Association is an equal opportunity/affirmative action employer



