



Summer Discovery

Career Accelerator Instructor Position Description

Summer Discovery is seeking to hire experienced instructors for our Summer 2022 Career Accelerator programs for high schoolers. The academic instructor is responsible for delivering subject matter content on-campus at one of four university locations. A fully developed course curriculum will be provided by Summer Discovery Academics and instructors will receive training to ensure quality delivery of an experiential and engaging project-based course. Leading up to the start of the program, you will regularly consult by phone, email, or video conference with the curriculum advisor and Summer Discovery Academics team to ensure you are equipped with the necessary resources to deliver an informative and inspiring pre-college experience.

Each summer, Summer Discovery offers motivated middle and high school students the opportunity to experience life and academics on a college campus. Our dynamic programs provide motivated students opportunities to learn more about a subject area of their interest, explore their future careers, and meet like-minded peers. Students attend classes taught by qualified pre-college instructors, subject matter experts and industry professionals and gain hands-on learning experience through classroom activities. Our mission is to provide the best experiential, university-based summer programs that positively change students' lives academically and beyond.

Subjects

- Hands-on Engineering
- Game Design & Coding
- Medicine
- Entrepreneurship in the Metaverse

Locations

- Haverford University-Haverford, PA
- New York University-NY, NY
- University of Maryland-College Park, MD
- UC Berkeley-Berkeley, CA
- UNC Chapel Hill-Chapel Hill, NC

Duties & Responsibilities

- Lead delivery of course content provided by curriculum developer according to pre-designed course outline and schedule.
- Collaborate closely with the Course Facilitator to ensure effective delivery of curriculum.
- While on campus, work closely with the Academic Site Administrator to communicate classroom support and resource needs in a timely fashion.
- Identify any academic curriculum quality issues during instruction and communicates clear and timely program updates to the Academic Site Administrator and Director of Academics.
- Responsible for collaborating with the Course Facilitator to manage course-specific materials and activities through Canvas learning management system, including timely provision of course content, activities, assignments, assessments, and established course materials.
- Meet with the Academic Coordinator, EdTech Coordinator, Director of Academics, Course Facilitator and Curriculum Advisor before program implementation to discuss coordination needs for in-class activities and instruction.
- Attend training with the Curriculum Advisor, Academic Coordinator, EdTech Coordinator and Director of Academics to review curriculum, classroom expectations and course delivery expectations.

Knowledge, Skills & Abilities

- Demonstrated success in undergraduate instruction.
- Skill in organizing resources and establishing priorities.
- Skill in using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Strong interpersonal skills and ability to deal effectively in a team environment.
- Advanced verbal and written communication skills and the ability to present effectively to small and large groups.
- Ability to thrive in an organization that values the diversity of its student body and workforce and actively promotes equity and inclusion.
- Ability to manage and coordinate assignments to meet deadlines while maintaining attention to detail.
- Ability to work independently to complete assignments.

Qualifications

- Current MA, PhD/terminal degree student at an accredited institution in an appropriate area of specialization. University faculty preferred.
- Subject matter expertise in the course subject area.
- Appropriate combination of relevant education, industry experience, and certifications may be considered.
- 5-10 years of professional experience in the subject area.
- Undergraduate teaching experience a must; High School teaching experience preferred
- Able to commute to campus for at least one 9-day program at one of four university locations; availability to teach up to three back-to-back programs preferred.
- Project-based teaching and curriculum experience is required.
- Must be at least 21 years of age and be eligible to work in the US.
- Proficiency in MS Office, Google Docs, and online learning platforms, Canvas LMS preferred.

Contract compensation is commensurate with qualifications and relevant experience.

This is a seasonal summer position and requires ability to commute daily to one of 5 designated campuses for a minimum of 9 and a maximum 28 days.