

Job Title: Support Teacher

Location: Pathways Adult Learning Center

Position Type: Part-Time

Reports To: Program Manager

Hourly Rate: \$18.00

Job Summary:

The Support Teacher plays a critical role in enhancing the educational experience by assisting in lesson delivery, providing additional support to students, and overseeing community activities. This position requires effective teaching skills, professionalism, and the ability to manage and supervise community-focused initiatives, including field trips, Meals on Wheels, Food Bank services, and swimming programs. Pathways Adult Learning Center is a Christian-based, non-profit organization. A great candidate for this role will be someone of a strong Christian faith who is excited about making a difference in the lives of adults with ID/D and is dedicated to making learning fun!

Key Responsibilities:

1. Facilitate Lessons
 - a. Deliver engaging and effective lesson plans that meet curriculum standards.
 - b. Support instructional activities by helping with classroom setup, managing learning materials, and ensuring that lessons run smoothly.
 - c. Provide individualized or small-group instruction to address diverse learning needs and promote academic growth.
2. Assist Lessons
 - a. Collaborate with lead teachers to enhance lesson delivery and student participation.
 - b. Offer targeted support to students requiring additional help, including those with special education needs.
 - c. Facilitate classroom activities and manage student behavior to create a positive learning environment.
3. Supervision for Community Activities
 - a. Manage and support engagement in community-focused activities, including field trips, Meals on Wheels, Food Bank services, and swimming programs.
 - b. Regularly drive the program shuttle to transport participants to and from community events and activities in a safe, timely, and professional manner.
 - c. Ensure the safe and effective implementation of these activities, including managing logistics and supervising student participation.
 - d. Support students in understanding the value of community service and encourage active involvement in these programs.
4. Professionalism:
 - a. Maintain a high standard of ethical behavior and professionalism in all interactions with students, colleagues, and community partners.
 - b. Demonstrate punctuality, preparedness, and adherence to policies and procedures.

- c. Participate in professional development opportunities to enhance teaching skills and stay updated on educational best practices.
5. Teaching Skills
- a. Employ effective classroom management strategies to support a conducive learning environment.
 - b. Use various assessment tools to monitor student progress and tailor instructional methods accordingly.
 - c. Encourage student engagement and foster a supportive atmosphere that promotes learning and personal growth.

Qualifications:

- Required:
 - High school diploma
 - Excellent communication and interpersonal skills
- Preferred:
 - Experience in working with individuals from the Intellectually/Developmentally Disabled population

Physical Requirements:

This role requires frequent physical activity throughout the day, including standing for extended periods, walking, bending, kneeling, and reaching. Teachers will need to lift and carry small to medium-sized items (up to 25 lbs.), such as classroom materials, equipment, and supplies. The role also involves assisting students with physical activities, including outdoor play, classroom transitions, and adaptive learning exercises. Additionally, this role involves navigating the community during off-site activities and field trips, which may involve walking moderate distances.

Working Conditions:

- Part-time position with standard program hours; occasional evenings or weekends for community activities and program events.
- Classroom environment with involvement in various community settings.

Application Process:

Interested candidates should submit a resume and cover letter to

humanresources@pathwaysok.org.

Pathways Adult Learning Center is an equal opportunity employer and encourages applications from individuals of all backgrounds.