



# Educational Director

Part-time, After School Reading Clinic Spring 2022

Posting Date: January 21, 2022

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## **Overview**

[Rise Above Poverty](#) is a Syracuse based 501(c)(3) agency dedicated to helping students with challenges succeeding due to homelessness and poverty. Rise Above Poverty is seeking an Educational Director to lead an after school Reading Clinic for 30 third-grade students in the Spring of 2022.

The clinic will run March 1 - June, 16 2022 for a total of 58 hours over 29 days. Students will attend Tuesdays and Thursdays (excluding Spring Recess and contingency day) for 2.0 hours/day.

## **Position location**

Rise Above Poverty Reading Clinic  
Syracuse Alliance Church  
3112 Midland Avenue, Syracuse, NY 13205

## **Main Responsibilities**

- Administer initial and final student assessments, conduct ongoing evaluations of student learning, and modify instructional methods to fit individual student's needs, including students with special needs
- Develop and administer a curriculum
- Conduct individual and small group instruction
- Instruct and supervise 3-4 teacher aide volunteers/interns
- Provide feedback to students, parents, and the Rise Above Poverty Reading Clinic Advisory Board regarding student progress, expectations, and goals
- Organize and maintain a system for accurate and complete record-keeping, grading, and reporting for all student activities, achievement, and attendance
- Encourage parental involvement in student's education and ensure effective communication with students and parents
- Make recommendations to schools at the end of the program to extend the intervention on student's behalf

## **Qualifications**

- Bachelor's degree from an accredited college or university in Elementary Education or related discipline applicable to teaching assignment, Masters Degree preferred
- Accredited with the New York State Department of Education in grades PreK-6
- Certified in Literacy

- Certified in Special Education preferred
- Experience working with 504 plans and IEPs
- **Experience with a diverse population of students or in an urban setting**

#### **Requirements**

- Use of standard office equipment such as personal computers, printer, copy and fax machines, and telephone
- Ability to travel to Reading Clinic location
- Fingerprint clearance through NYS Department of Education

#### **To Apply**

Please send a resume or curriculum to Reggie Kelley at [reggie.kelley@riseabovepovertysyr.org](mailto:reggie.kelley@riseabovepovertysyr.org) or call 315-937-4321 for more information.