

MAACCE Job Opportunities Web Site Application Form

Organization Name: Baltimore Reads, Inc.

Position Title: Adult Education Instructor – Pre-GED and GED. PART-TIME

Job Description (75 word max)

The teacher will provide classroom instruction for adults aiming for their high school diplomas by sitting the GED 2014 Test. The instructor will also administer and score CASAS pre and post tests along with maintaining and submitting accurate records of learner attendance weekly. The instructor will also guide students in using the Aztec GED software. This class will meet three nights a week. Promptness, consistency, creativity, and flexibility are needed qualities.

Qualifications: (50 word max)

Bachelor's Degree Required (Master's or teaching certificate preferred)
Experience in teaching GED (Knowledge of GED 2014 helpful)
Computer-literate including basic Excel.
Excellent oral and written communication skills
Able to work on a team *and* independently
Able to travel to different classroom sites within Baltimore.

Contact Information:

Dr. Cynthia Campbell, Literacy Services Instructor.
ccampbell@baltimorereads.org

Date Posted:

December 2, 2013

Web site:

www.BaltimoreReads.org

Other Info (50 word max)

Please e-mail your resume to Dr. Campbell. No phone calls please.