



POSITION ANNOUNCEMENT

Teacher (21st Century Learning)

About Us

La Casa de Don Pedro, Inc. (LCDP) was founded in 1972 by a group of local activists seeking to establish educational and charitable programs to meet the needs of Newark's Puerto Rican community.

Named in honor of Don Pedro Albizu Campos, LCDP has since evolved to become the largest Latinx-led organization in the state of New Jersey, serving 50,000 Newark and Essex County residents annually under three central pillars: Early Childhood Development (Prenatal, Early Head Start, Head Start, and Pre-K); Healthy Homes (Low Income Heating and Energy Assistance Program [LIHEAP], Weatherization, Lead Remediation/Abatement); and Community Empowerment (Women & Family Center, Immigration, Workforce Readiness, Youth Enrichment, Housing & Home Ownership Support, and Community Organizing). For more information, please visit www.lacasanwk.org and be sure to follow @lacasanwk on all social media platforms.

Who we Seek

La Casa de Don Pedro seeks an in-person Certified Teacher who will support the Managing Director of the Community Empowerment Department in assisting with the day-to-day administration and operations of the 21st Century Learning Program. To be successful in this role, the Certified Teacher should be passionate and enjoy engaging with youth, have experience in designing and implementation of 21st Century Civics Curriculum, and a drive to empower and engage the Newark and Essex County Community. The Certified Teacher will work with the site coordinator and program staff to plan and implement each component of the extended learning program as well as serve as an integral member of the Community Empowerment Department and contribute to the overall efficiency of La Casa de Don Pedro by providing personalized and timely support.

Duties and Responsibilities:

- Responsible for the safety and security of all youth with the 21st Century Afterschool Program ages 5-12 years old.
- Tutors and assists students with homework completion (in-person only).
- Works with core teachers in developing plans for remedial reading and math instruction.
- Plan and deliver holistic strengths-based Civics Curriculum to a class size of 15 students, exploring community the community of Lower Broadway.
- Engage and facilitate engaging hands-on STEAM, Sensory-driven activities in accordance with the 21st Century Community Learning Program Guidelines.
- Introduce Social Emotional Learning activities that promote positive social interactions, self-esteem building and explorative learning.
- Responsible for documentation and reporting of student program activities, student feedback and assessing outcomes.
- Meets with parents or guardians to provide resources for at-home learning and academic re-enforcement for families to use with students in the 21st Century Program.
- Any other necessary duties as assigned by the site coordinator.
- Collaborates with Site coordinator on planning and implementation of program activities.

- Provides direction and tasks to junior and senior counselors to ensure safety and appropriate transitions to each scheduled activity.
- Attends all professional and staff development meetings and trainings, to include but not limited to 20 hours of required for NJ State Child Care Center Licensing compliance.
- Demonstrates passion for working with youth, their families, and the Newark community.
- Maintains strengths-based communication with all team members, guardians, and youth with the 21st Century Learning Program.
- Attends and assists in chaperoning trips throughout the school year and summer programs.

Educational, Required Skills and Experience Requirements:

- Bachelor's Degree in Education along with a valid NJ Teacher's Certificate (Standard or CE).
- 1-2 years of experience teaching school-aged students (5-12 years old).
- Must be engaging and have classroom management skills.
- Complete and pass a fingerprinting background check and Child Abuse Records Information (CARI) as required by the State of NJ.

Physical Requirements:

- Ability to lift up to 25 lbs.
- Some frequent crouching, kneeling, bending.

**The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Compensation, Schedule, and Other Information:

- **Employment type:** Part-Time
- **FLSA status:** Exempt
- **SOC code:** 25-2021
- **Reports to:** Site Coordinator and/or Managing Director
- **Schedule:** Monday – Friday; 3:00pm – 6:00pm (full 12 months); May be required to work after hours.
- **Compensation:** \$38.00 per hour
- **Fringe Benefits:** Employee assistance program, paid sick leave, and 401k Retirement Plan offered upon eligibility with 2% employer match.

COVID-19 Vaccination Requirements

- La Casa de Don Pedro requires vaccination against COVID-19 for all employees. Reasonable Accommodation based on qualifying disability, medical necessity or sincerely held religious belief in accordance with applicable law will be considered upon request.

To Apply

- Please send a resume along with a thoughtful cover letter via e-mail to careers@lacasanwk.org with **“Teacher (21st Century Learning)”** in the subject line.
- No telephone calls. Only candidates considered for an interview will be contacted.

La Casa de Don Pedro, Inc. is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex (including sexual orientation, gender identity and pregnancy), status as a parent, national origin, age, disability (physical or mental), protected genetic information, political affiliation, military service, non-merit based factors, or any other characteristic protected by law. We encourage candidates from historically underrepresented backgrounds to apply.