



Job Title:	High School Equivalency Instructor	Job Category:	Programs
Department/Group:	Education/Training	Job Code/ Req#:	300
Location:	The Learning Source Boulder Co 001 Arapahoe Ave, Boulder, CO 80302	Travel Required:	None
Level/Salary Range:	\$25/hr	Position Type:	10-12 hours a week
HR Contact:	HR@thelearningsource.org	Date Posted:	12/1/2021
Posting URL:	www.thelearning source.org		
Applications Accepted By:			
FAX OR EMAIL: HR@thelearningsource.org Subject Line: Boulder HSE Instructor		MAIL: The Learning Source Human Resources 929 29 th St. Denver, CO 80205	
Job Description			
<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Instruct The Learning Source’s GED evening class at the Boulder Public Library. Class will meet Monday-Thursday, 5:30-7:00pm. • Provide direct instruction and 1:1 tutoring to students preparing for the High School Equivalency exam and/or post-secondary education and training. • Implement curriculum tailored to all content areas on the GED exam. • Engage students with a range of skill levels using a variety of proven teaching skills and motivation strategies while meeting the needs of individual learning styles. • Oversee volunteer tutors (if assigned) and provide assistance regarding curriculum, teaching methods and materials. • Perform attendance record-keeping and data reporting responsibilities to The Learning Source. <p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> • Experience teaching adults and learners with diverse needs. • Knowledge of GED exams. • Experience with education assessment tools. • Understanding of group instruction principles and classroom management. 			



- Experience working with culturally and economically diverse communities and/or historically underserved populations.
- Experience supervising volunteers.

PREFERRED SKILLS

- Adult Basic Education Authorization, or ability to obtain within three years.
- Knowledge of Adult Education Theory.
- Experience administering the Test for Adult Basic Education (TABE).
- Database experience in tracking program outcomes.
- Lifelong learner and self-starter committed to continuous program improvement and student outcomes

ADDITIONAL NOTES

- Position open until filled

The Learning Source is a non-profit organization founded in 1964 to enable adults the opportunity to pursue educational goals. Instruction is provided by trained staff with the assistance of volunteer tutors in locations throughout the Denver metro area in literacy, HSE, ESOL, College Transition and Family Literacy.