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Academy for Creating Excellence

3120 Rainier Ave S

Seattle, WA 98144

The Academy for Creating Excellence (ACE) is looking for a dynamic individual to work for our organization. Do you want to be rewarded for your hard work? Do you desire to make a difference providing quality care? Do you want to be part of a family and not just an employee? If so, then this is the place for you.

**Position:** Summer Learning Experience Math-Science Instructor

**Hours:** Seasonal Summer (See Below)

* Work Dates:
* Wednesday, May 29, 5pm-6:30pm (Virtual)
* Wednesday June 12, 5pm-6:30pm (In person)
* Wednesday June 26 (Family Info Night), 7pm (In person)
* Monday through Thursday, July 8 through August 2, 8am-12:30pm
  + Fridays 8am-3pm (Full day)
* Monday, Aug 5, 10am-12pm (In person)

**Salary:** $5,120.00/Stipend

**About ACE:**

Academy for Creating Excellence (ACE) exists to prepare black males for excellence through the core values of FAMILY, ACADEMICS, MOTIVATION, and ENVIRONMENT (FAME). ACE’s mission is to provide high quality services in support of black males. Fostering safe spaces to facilitate their growth to best understand themselves as viable world citizens.

**About SLE:**

The SLE program is a 4 week intensive program for rising 8th graders in the Seattle King County area. Our primary function of the program is to introduce students to the ACE Way, understand principles and concepts of Black literature, math, science, health and wellness, career exploration, community, and leadership development. All subject matter classes are led by Black male Washington State certified instructors.

**BASIC FUNCTION:**

ACE believes students learn best by exploring various learning styles in particular visionary and kinesthetic learning modalities. ACE has implemented activities to explore career fields such as aeronautical and civil engineering. The Summer Learning Experience (SLE) Math-Science Instructor role is to be the frontline executor of hands-on projects in career exploration in aeronautical and civil engineering. The projects include building rockets and magnet levitation vehicles. Instruction should also include foundational math principles in pre-algebra. The SLE Math-Science Instructor will lead academic, social-emotional, trauma informed curriculum and programming for young Black men.

**DUTIES (include but not limited to):**

* Summer Learning Experience class and program delivery
* Supervise interns
* Participant check-ins
* Monitor attendance
* Provide monthly reports
* Administer surveys
* Provide staff, volunteers, and youth with supervision and clear guidance during classroom instruction and programming
* Schedule guest speakers for SLE programming
* Coordinate with internal staff on program needs
* Facilitating large group meetings of young adults and parents
* Communicate with participants

**Qualifications:**

* Washington State certified teacher in Math and/or Science
* Bachelor’s degree or 3 years equivalent
* Basic understanding of lesson planning
* Experienced classroom management concepts
* Experienced in using Google platform
* Experienced in using Microsoft Office
* Experienced in using Zoom
* Implementation of lessons
* Experienced in working with Black male middle school students
* Comfortable with public speaking and speaking to large groups
* Verbal and written communication for understanding project requirements and explaining these needs to employees and third-party providers.
* Attention to detail to ensure all specifications are met
* Problem-solving abilities to correct any challenges or inefficiencies for the best results
* Decisiveness and good judgment to address pressing project matters when time is limited
* Organization and time management to manage multiple tasks, sometimes for multiple projects, at once
* Leadership and motivation to guide team members in making consistent progress
* Goal setting to set realistic deadlines and strategize daily, weekly, monthly and quarterly progress
* Lift up to 30lbs
* Valid driver’s license
* Flexible schedule
* Must be able to pass a background check

Please submit cover letter and resume no later than Friday, May 10, 2024 5pm to Janelle Tellez [janelle@aceacademywa.org](mailto:janelle@aceacademywa.org)