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Current Job Openings

Part-Time ELA Teacher

Part-Time ESL Teacher

Part-Time Extended School Program Robotics/Coding Instructor

Part-Time Math Teacher

Part-Time PE/Health Teacher



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Part-Time Extended School Program Physical Fitness Instructor

Job Description: Centre Learning Community Charter School is looking for a part-time physical fitness instructor to work in our Extended School Program teaching middle school aged students. Currently we're looking for someone to help run, facilitate, and instruct physical activity/sports/fitness options in an afterschool setting to promote physical activity and good health for our middle school students. Previous sports coaching, physical training, or P.E. teaching preferred for this position.

More about CLC Charter School: Centre Learning Community Charter School offers an Extended School Day Program (ESP) for students from 3:00-5:30 pm Tuesday through Thursday. The ESP program is a place where our students receive academic support, develop good sportsmanship, and participate in a variety of activities and clubs (woodworking, sports, homework help, art, drama, etc.)

The primary duties of this position include:

- facilitating a variety of sports and physical activities for middle school aged students while promoting good sportsmanship and safety among participants
- monitoring and supervising the behavior of the students participating in sports and physical activities
- coordinating different varieties of sports/physical activities and implementation of those activities
 each day as needed, encouraging teamwork, and active participation
- tracking attendance of students staying for the program in assigned area
- continuously providing a safe, secure, positive environment for the students to grow
- helping serve snack while maintaining a relaxed environment for students to socialize
- following COVID-19 guidelines and procedures for students and staff when applicable
- maintaining open communication with parents, ESP staff, teachers, and the ESP coordinator

Qualifications:



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- Experience in after-school programs, camps, and/or as an educator or significant experience teaching and working with middle school students
 - Preference will be given to those with Phys Ed teaching, Coaching, or Personal Training experience.
- Demonstrable knowledge of physical education, sports coaching, and/or physical training and the ability to implement that knowledge to a middle school aged group of students
- Employ a variety of instructional techniques and that are consistent with the physical limitations, needs, and capabilities of individuals students and/or groups of students
- Holds appropriate PA clearances or be willing to obtain prior to employment
- Respect for kids
- 18 years of age or older

Job Type: Part-time

Experience:

• relevant: 1 year Coaching, Physical Training, PE Teaching, or Experience with Kids (Preferred)

Work Location:

On location

Hours per week:

• 6-12

Typical start time:

3PM

Typical end time:

6PM

Company's website:

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Company's Facebook page:



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https://www.facebook.com/CLCcharterschool

Job Type: Part-time

Pay: \$21.00 - \$31.50 per hour depending on experience

Interested candidates should contact info@clccharter.org with cover letter and resume. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time Custodian

Overview

The school custodian plays an essential role in maintaining the building and physical plant and supporting a learning environment that promotes health, attitude and pride of students. In addition to regular building maintenance functions, the school custodian provides direct support to classroom teachers in set up and maintenance of furniture and equipment. The school custodian also serves as a role model for students by displaying a professional, courteous, and helpful nature. Assists in campus security as necessary.

The school custodian receives day-to-day direction and specific performance requirements from the school administrator(s). The school custodian operates within school policies and procedures by applying acceptable custodial standards, Labor and Industry standards, and OSHA standards.

Qualifications

- Proven experience as custodian, janitor or in a similar role
- Knowledge of use and maintenance of industrial cleaning equipment and appliances
- Knowledge of safe disposal of chemical liquids and other hazardous components
- Familiarity with basic landscaping and handyman practices
- Attention to detail and conscientiousness
- Very good physical condition and strength
- Ability to follow CDC guidelines for cleaning and disinfecting.
- High school diploma necessary
- Minimum 1 year experience in custodial services and/or in a school district setting is preferred
- Ability to lift and/or carry supplies weighing no more than 80 lbs. Lifting, pulling, pushing up to 100 pounds occasionally, required to work in the elements during the weather assisting in snow removal.
- Moderate to extensive degree of physical and emotional stamina
- Frequent and prolonged standing, walking and sitting

Duties

- Sweep, mop, vacuum, scrub, and refinish floors; clean, dust and polish furniture; wash windows and walls; clean restrooms; dispose of rubbish, change lights, etc.; make certain all areas of the building are kept in a clean, sanitary and orderly condition according to industry and/or school standards.
- Pick up litter within the schools and on school grounds.
- Assures safety during inclement weather to include shoveling, salting, providing slip protection on wet floors, securing against wind damage, removing debris from downspouts when clogged, etc.
- Applies cleaning chemicals according to established safety procedures.
- Adheres to safety measures for cleaning, lifting, moving, and operating equipment.



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- Performs minor repair and maintenance as authorized by school administrator(s).
- Removes extraneous dirt/markings from interior and exterior vertical/horizontal surfaces (walls, doors, etc.).
- Performs lawn maintenance including mowing and edging of lawn
- Advise school administrator(s) on matters relating to mechanical equipment and/or building maintenance.
- Performs painting to walls, rails, playgrounds and other areas of the school.
- Keeps all equipment in a good state of repair and cleanliness.
- Maintains inventory and requests cleaning supplies and materials needed to accomplish assigned tasks.
- Maintains awareness of energy conservation and makes suggestions of methods and procedures to consider.
- Secures equipment and supplies and protects against pilferage, loss, theft, or abuse.
- Follows Board policies and stays abreast of updates and changes.
- Periodically inspects, or otherwise maintains awareness of, facility and equipment to detect and prevent injuries or damage.
- Secures school building to ensure proper building security at all times. Locks and secures building at end of shift.
- Verifies that emergency equipment is maintained and repaired as need be.
- Assists in implementing emergency planning and response.
- Performs other duties as assigned.

Other Information

- Part-time position
- 3 hours per school day: Monday Friday

*This job description can be changed at any time

Approved:

Revised: 6/24/2020

Interested candidates should contact info@clccharter.org with a resume. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time ELA Teacher

Overview

The English Language Arts (ELA) Teacher is responsible for providing daily ELA instruction at the middle school level (grades 5 - 8). This includes working with the curriculum(s) designated by the ELA team and providing meaningful learning experiences involving reading comprehension and writing composition.

*Current anticipated hours are 1 hour per school day.

Qualifications

- Bachelor's degree in an applicable field of education from an accredited college or university.
- Meets Pennsylvania state certification requirements for grades 5-8 ELA instruction.
- Experience teaching and working with middle school students.
- Understanding of the teaching/learning process.
- Ability to provide instruction that reflects a balance of traditional and project-based learning approaches.
- Ability to infuse technology into the curriculum.
- Ability to work effectively with administrators, colleagues, central office and school based staff, students, parents and community.
- Excellent oral and written communication and human relations skills.

Duties

- Plan and prepare a program of study to meet the needs and interests of the students
- Design, plan, and implement lessons as necessary based on school district/state/national standards
- Ensure up-to-date knowledge and awareness of PDE requirements and school policies
- Research new English language teaching methods
- Acquire appropriate teaching materials and resources
- Motivate pupils and encourage progress
- Communicate with academic staff and parents
- Create a classroom environment that is conducive to learning and is age-appropriate
- Work with home team teachers to address any major disciplinary concerns with students.
- Set and maintain acceptable standards of classroom behavior to establish an orderly learning environment
- Show students how to properly use and care for materials, tools and equipment
- Monitor and maintain classroom inventory
- Prepare progress reports
- Provide feedback to relevant stakeholders about each student's progress



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Other Information

- 10 month part-time, hourly position: August June
- Prorated salary based upon Board-approved employee compensation plan

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed PA Teacher Application. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time ESL Teacher

Overview

The ESL Teacher plans, organizes, and presents instruction and instructional environments which help English Language Learners in grades 5 - 8 learn subject matter and skills that will contribute to their English Language Acquisition, academic skills, and social development. The ESL Teacher executes the school's English Learner (EL) Plan and monitors compliance of federal, state, and local policies governing the education of English Language Learners and the Language Instructional Educational Program.

To be successful as a CLC ESL Teacher, you should be skilled in administering required assessments, communicating with others, and fostering positive relationships with students.

*Current anticipated hours are 2-5 hours per week.

Qualifications

- Evidence of completion of an accredited, state-approved teacher preparation program
- Holds a current PA program specialist certification in English as a Second Language PK-12
- Trained and able to identification English Learners
- Trained and able to assess English Learners in order to determine the need for instruction and appropriate instructional placement
- Demonstrable knowledge of ESL curriculum and the ability to provide direct, appropriate, and sufficient instruction based up on current practices that is designed to meet individual students' needs
- Ability to promote instructional and social integration of English Learners
- Maintain records of instruction, individual student achievement, program compliance, and program effectiveness on a continuous basis
- Ability to interact collaboratively with students, parents, and administration
- Excellent oral, written and organizational skills
- Holds appropriate PA clearances
- Uphold and enforce school rules, school board policies, and administrative regulations
- Work with other members of the staff to plan instructional goals, objectives, and methods
- Able to communicate expectations to students and families and work with them to ensure they
 are achieving personal goals
- Demonstrate the use of proven, research-based strategies for effective classroom management, lesson planning, active student engagement, and instructional delivery

Duties



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- Review Home Language Surveys, conduct family interviews, and review academic records to identify English Learners
- Screen students for English language proficiency using the KW-APT, K MODEL, WIDA screener (online or paper), or WIDA MODEL screener.
- Determine if the student has limited or interrupted formal education (LIFE)
- Determine the most appropriate language instruction educational program (LIEP) based on the student's English language proficiency and native language proficiency if available.
- Plan and prepare a program of study to meet the needs and interests of the students
- Design, plan, and implement lessons as necessary based on school district/state/national standards
- Ensure instructional and social integration of all English Learners
- Re-assess English Learners for progress and reclassify students based upon established criteria
- Monitor exited students
- Prepare progress reports
- Provide feedback to relevant stakeholders about each student's progress
- When direct instruction is determined to be necessary:
 - Create a classroom environment that is conducive to learning and is age-appropriate
 - Work with home team teachers to address any major disciplinary concerns with students.
 - Set and maintain acceptable standards of classroom behavior to establish an orderly learning environment
 - o Show students how to properly use and care for materials, tools and equipment
 - o Monitor and maintain classroom inventory
- Perform additional daily duties that may or may not relate directly to the subject area

Other Information

- 11 month part-time position: August June.
- Hours based upon need of student population; 2-5 hours per week anticipated; flexible schedule
- \$26.25 \$36.75 per hour

*This job description can be changed at any time Approved: Revised:

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed PA Teacher Application. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review



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and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time Extended School Program Robotics/Coding Instructor

Job Description

Centre Learning Community Charter School offers an Extended School Day Program (ESP) for students from 3:00-5:30 pm Tuesday through Thursday. The ESP program is a place where our students receive academic support, develop good sportsmanship, and participate in a variety of activities and clubs. We are looking for part-time staff to work with our ESP coordinator to provide a safe and positive environment for students to grow. Currently we are looking for someone to help run, facilitate, and instruct a robotics/coding club for our middle school students (grades 5-8) in an afterschool setting. Previous experience with middle school students preferred. Preference will be given to those with Information, Science, and Technology degrees, backgrounds in computer science, coding, or STEM backgrounds. Experience with VEX robots is a plus!

The primary duties of this position include:

- facilitating a variety of coding activities, robot builds, computer programming, etc. for middle school aged students while promoting use of technology safely and effectively among participants
- monitoring and supervising the behavior of the students participating in robotics/coding/computer programming activities
- coordinating different varieties of coding activities and implementation of those activities each day as needed
- Encourage teamwork as to set collective and personal development goals
- tracking attendance of students staying for ESP in your assigned area
- continuously providing a safe and secure environment for the students
- helping serve snack while maintaining a relaxed environment for students to socialize
- following COVID-19 guidelines and procedures for students and staff when applicable
- maintaining open communication with parents, ESP staff, teachers, and the ESP coordinator

Qualifications:

- Experience in after-school programs, camps, and/or as an educator or significant experience teaching and working with middle school students
 - Preference will be given to those with previous experience working with middle school students,
 those with IST degrees or backgrounds in computer science, coding, or STEM backgrounds
- Demonstrable knowledge of coding, robotics, computer programming, STEM areas and the ability to implement that knowledge to a middle school aged group of students



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 Employ a variety of instructional techniques and that are consistent with the physical limitations, needs, and capabilities of individuals students and/or groups of students if needed

- Holds appropriate PA clearances or be willing to obtain prior to employment
- Respect for kids
- 18 years of age or older

Job Type: Part-time

Experience:

relevant: 1 year (Preferred)

Work Location:

On location

Hours per week:

• 10-12

Typical start time:

3PM

Typical end time:

6PM

Company's website:

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Company's Facebook page:

https://www.facebook.com/CLCcharterschool

Job Type: Part-time

Pay: \$30.00 per hour

Interested candidates should contact info@clccharter.org with cover letter and resume. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History



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Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time Math Teacher

Overview

The Math Teacher is responsible for providing daily math instruction at the middle school level (grades 5 - 8). This includes working with the curriculum(s) designated by the math team and providing meaningful learning experiences that include problem solving, critical thinking, procedural understanding, and relationship building.

*Current anticipated hours are 1-2 hours per school day.

Qualifications

- Bachelor's degree in an applicable field of education from an accredited college or university.
- Meets Pennsylvania state certification requirements for grades 5-8 math instruction.
- Experience teaching and working with middle school students.
- Understanding of the teaching/learning process.
- Ability to provide instruction that reflects a balance of conceptual and procedural approaches and understanding.
- Ability to infuse technology into the curriculum.
- Ability to work effectively with administrators, colleagues, central office and school based staff, students, parents and community.
- Excellent oral and written communication and human relations skills.

Duties

- Plan and prepare lessons in relation to individual students' needs and established course scope and sequence
- Acquire appropriate teaching materials and resources
- Motivate pupils and encourage progress
- Communicate with academic staff and parents
- Ensure up-to-date knowledge and awareness of PDE requirements and school policies
- Assess pupils' abilities, providing feedback and writing reports

Other Information

10 month part-time, hourly position: August - June

*This job description can be changed at any time

Approved: 8/18/2021

Revised:

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed <u>PA</u> <u>Teacher Application</u>. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review



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and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time PE/Health Teacher

Overview

The Physical Education (PE) Teacher is responsible for providing daily PE and Health instruction at the middle school level (grades 5 - 8). We are looking for an experienced PE Teacher to be responsible for teaching PE and Health as part of our middle school curriculum. The PE Teacher will use PDE guidelines to create courses that focus on promoting physical activity and good health.

To be successful as a CLC PE Teacher, you should create a dynamic learning environment to inspire young minds and help them grow in appreciation of health and physical activity. Ultimately, a CLC PE Teacher should be skilled in promoting health & physical activity, creating innovative and engaging lessons, fostering positive relationships with students, and managing student activities.

*Current anticipated hours are 2 hours per day Tuesday, Wednesday, and Thursday afternoons.

Qualifications

- Evidence of completion of an accredited, state-approved teacher preparation program
- Hold a current Pennsylvania teacher certification Health and Physical Education K-12
- Demonstrable knowledge of physical education and health curriculum and the ability to implement them
- Ability to interact collaboratively with students, parents, and administration
- Excellent oral, written and organizational skills
- Confident in leading a classroom of students
- Holds appropriate PA clearances
- Able to thrive working in a team environment
- Employ a variety of instructional techniques and instructional media that is consistent with the
 physical limitations, needs, and capabilities of individuals students and/or groups of students
- Guide students in maintaining acceptable standards of classroom behavior
- Maintain records of individual student achievement and evaluate students on a continuous basis
- Prepare for class and maintain written evidence of preparation
- Uphold and enforce school rules, school board policies, and administrative regulations
- Work with other members of the staff to plan instructional goals, objectives, and methods
- Able to communicate expectations to students and families and work with them to ensure they
 are achieving personal goals
- Consistently address the needs of individuals students
- Demonstrate the use of proven, research-based strategies for effective classroom management, lesson planning, active student engagement, and instructional delivery



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Support CLC's shared vision and common goals regarding physical education and physical activity

Duties

- Plan and prepare a program of study to meet the needs and interests of the students
- Establish and communicate clear learning objectives
- Develop age-appropriate instructional strategies to achieve the health and physical education curriculum goals
- Promote physical activity and good health
- Cultivate student awareness and ownership of personal performance
- Encourage teamwork as to set collective and personal development goals
- Design, plan, and implement lessons based on school district/state/national standards
- Plan and implement lessons in accordance with COVID-19 guidelines
- Assess and evaluate student's performance on a regular basis
- Prepare progress reports
- Provide feedback to relevant stakeholders about each student's progress
- Maintain regular contact with parents of students.
- Create a classroom environment that is conducive to learning and is age-appropriate
- Work with home team teachers to address any major disciplinary concerns with students.
- Set and maintain acceptable standards of classroom behavior to establish an orderly learning environment
- Show students how to properly use and care for materials, tools and equipment
- Monitor and maintain classroom inventory
- Perform additional daily duties that may or may not relate directly to the subject area

Other Information

- 11 month part-time position: August June.
- 5-6 hours per week
- Prorated salary based upon CLC Employee Compensation Plan

*This job description can be changed at any time

Approved:

Revised: 6/10/2022

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed PA Teacher Application. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Part-Time STEM Teacher

Overview

The part-time STEM teacher is responsible for teaching a one hour STEM class once per week to students in grades 7 & 8.

- Bachelor's degree in an applicable field of education from an accredited college or university.
- Experience teaching and working with middle school students.
- Understanding of the teaching/learning process.
- Ability to provide instruction that reflects project-based learning approaches.
- Ability to infuse technology into the curriculum.
- Ability to work effectively with administrators, colleagues, central office and school based staff, students, parents and community.
- Excellent oral and written communication and human relations skills.

Duties

- Plan and prepare a program of study to meet the needs and interests of the students
- Design, plan, and implement lessons as necessary based on school district/state/national standards
- Ensure up-to-date knowledge and awareness of PDE requirements and school policies
- Acquire appropriate teaching materials and resources
- Motivate pupils and encourage progress
- Communicate with academic staff and parents
- Create a classroom environment that is conducive to learning and is age-appropriate
- Work with home team teachers to address any major disciplinary concerns with students.
- Set and maintain acceptable standards of classroom behavior to establish an orderly learning environment
- Show students how to properly use and care for materials, tools and equipment
- Monitor and maintain classroom inventory
- Provide feedback to relevant stakeholders about each student's progress

Other Information

• 10 month part-time, hourly position: August - June

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed <u>PA</u>
<u>Teacher Application</u>. Applicants must hold (or be willing to obtain) valid Criminal History Background
Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review



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and FBI Fingerprint Clearance. Teaching certification is required. For any questions concerning this position, contact info@clccharter.org.



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Substitute Teacher

Centre Learning Community Charter School is currently accepting applications for Substitute Teachers in grades 5-8 to provide coverage for absences.

Duties for this position include:

- Implement lesson plans created by classroom teachers.
- Monitor student work and adjust instruction as needed.
- Maintain order and a positive learning environment.
- Address any major disciplinary concerns with students.
- Communicate to classroom teacher about the day
- Carry out classroom rules and procedures, and maintain order in the classroom in a fair and just manner.
- Perform additional daily duties that may or may not relate directly to the subject area.

Other Information:

• \$18/hr

Interested candidates should contact info@clccharter.org with cover letter, resume, and completed PA Teacher Application. Applicants must hold (or be willing to obtain) valid Criminal History Background Check (Act 34), Child Abuse History Clearance Statement (Act 151), Act 168 Employment History Review and FBI Fingerprint Clearance. Teaching certification is preferred, but not required. For any questions concerning this position, contact info@clccharter.org.