



Learningtech.org

The Miller Institute for Learning with Technology

Opening for Lead Instructor: Computer Science and Information Technology

Learningtech.org [The Miller Institute for Learning with Technology], a San Carlos-based 501(c)(3) nonprofit corporation, has an opening on the peninsula for an Instructor qualified to teach Computer Science and Information Technology at the middle school and high school levels. This could be on a contractor or employee basis, depending on individual circumstances.

The position requires full-time teaching at a public charter high school, two months per year: the month of January and again from mid-May to mid-June. The school is located near National Hispanic University on Story Road in San Jose. (Instruction is entirely in English.) The curriculum involves an in-depth survey of Computer Science and Information Technology, developed and tested over the last two years at a school in Redwood City. The program balances breadth of coverage with in-depth, hands-on experience using four examples: robotics, computer game programming, hardware troubleshooting and artificial intelligence. Field trips are arranged to local sites including the Computer History Museum, the Tech Museum, Electronic Arts and other local companies such as Cisco and Google, in coordination with the RWC offering. The class is pending approval to meet University of California A-G requirements. There is also an opportunity for the right individual to help refine future offerings. A Teaching Assistant is also being recruited to better support the interactive aspects of the course. Telepresence technologies will also help to link this San Jose offering with a simultaneous Redwood City offering.

There is an opportunity to gain experience with the material by also participating in the delivery of simplified, middle school version of these examples in an after school STEM enrichment context. Involvement with other aspects of Learningtech.org's business is a possibility for a successful applicant desiring to transition to full-time employment with our firm.

Duties

- Study existing materials and become expert in the content covered by the course
- Arrive on campus at least 15 minutes before class to ensure that all materials are in order and that class begins on time
- Lead the class through largely self-paced, interactive project-based learning using four application examples to highlight "big ideas" in the field of computer science
- Stay on campus up to 15 minutes after each class to ensure that the room is left in good order and that everything is ready for the next day
- Take daily attendance and report it using an online system
- Observe student progress and assign letter grades for student work in the class
- Submit end-of-January and end-of-June grades on time, after discussion with counterparts from Redwood City offering
- Participate in discussions of how to improve the materials and examples over time
- Participate in an "exhibition of learning" at the end of each month-long session
- Ideally participate in related after school programs at the middle school level
- Supervise a Teaching Assistant who will help support delivery of the course
- Handle any disciplinary issues in accordance with school policies

Qualifications

- Bachelor's or advanced degree (or equivalent experience) in Computer Science or related field strongly preferred; (high school diploma or GED mandatory)
- K-12 teaching credential or experience a plus but not required
- Demonstrable programming skill, relevant background and IT certifications can suffice
- Indisputable integrity supported by three strong references
- High intelligence (including eagerness to learn, resourcefulness and tenacity)
- Excellent written and spoken English grammar and pronunciation
- Familiarity with spoken Spanish a plus but not required
- Driver's license, viable transportation, proof of insurance and U.S. right to work
- Ability to work independently and in an informal setting
- Schedule flexibility
- Highly organized, efficient and reliable
- Able to foster *learning by doing* rather than merely *teaching by lecturing*
- Courteous and able to function effectively to meet deadlines
- Computer skills (multiple platforms and programming environments)
- Experience working with and inspiring young people desirable
- Ability to collaborate with diverse colleagues and relate to diverse students
- Department of Justice and FBI background check at company expense will be required
- Regular TB testing at company expense will be required
- Residence near the school or willingness to commute daily essential
- Passion to make the world a better place

Compensation

- Compensation will be on a stipend basis, taking into consideration education, credentials, work experience, and recent employment/compensation history; a stipend in the vicinity of \$4,000, for each of the two full-time months, is anticipated.
- Additional compensation is available on a per-session basis for after school programs.

How to Apply

- Please visit our website at www.learningtech.org to learn more about our company
- Please email resume or CV to hiring@learningtech.org; please include telephone number
- Please include:
 - Compensation history
 - Writing sample
 - Email and telephone numbers for 3 professional references
- Please do not call
- Contacts from recruiting agencies are NOT welcome. As a modest nonprofit, we are unable to pay a commission
- We will promptly acknowledge receipt of your inquiry
- We will contact you for a personal interview if there is mutual interest

The right person could grow in responsibility, assignments and compensation over time.

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