Cooperating Reading/Writing Teacher at CUNY Start at The City University of New York

CUNY Start is an intensive program for incoming college students, both high school and GED, who need to increase their academic proficiency in reading, writing and mathematics prior to enrollment in college credit classes. The CUNY Office of Academic Affairs, six of the University's seven community colleges, Medgar Evers College, and the College of Staten Island work collaboratively to provide students with an innovative approach to developmental education. CUNY Start is recognized for its carefully designed curriculum and pedagogy, ongoing professional development, and a supportive teacher approach.

The Cooperating Reading/Writing Teacher position is a paid training opportunity to learn to use a successful, student-centered approach and curriculum with CUNY students who have significant remedial reading/writing needs. The Cooperating Reading/Writing Teacher is responsible for learning/supporting the work of the Lead Reading/Writing Teacher in implementing the CUNY Start Reading/Writing curriculum.

CUNY Start offers daytime programs and evening programs. Cooperating teachers will be scheduled to work some hours outside of student program hours. CUNY Start programs are located on eight CUNY campuses: Borough of Manhattan Community College, Bronx Community College, College of Staten Island, Hostos Community College, Kingsborough Community College, LaGuardia Community College, Medgar Evers College, and Queensborough Community College.

Cooperating Reading/Writing Teachers may be eligible to apply to lead their own classes as Core Reading/Writing Teachers at several CUNY campuses in Fall 2014.

Responsibilities:
Under the supervision of the Program Director, the Cooperating Reading/Writing Teacher will:

- Study lesson plans thoroughly in advance of all classes.
- Work under the guidance and leadership of the Lead Teacher.
- Observe classes and assist the Lead Teacher as needed in working with students, before, during and after classes.
- Assist students as they plan, revise, and edit essays.
- Guide small student group interactions.
- Lead an increasing number of classroom activities over the course of the training semester.
- Respond to student writing with suggestions for revision.
- Assist and participate in student conferences, orientation, team meetings, evaluating student portfolios, testing and recruitment.
- Attend and participate in regular professional development meetings.
- Other related duties as required.

Requirements:
- Teaching experience in adult education/developmental skills/related preferred.
- Able to travel to multiple CUNY Start campuses.
- Bachelor’s degree minimum, master’s degree preferred.

**Employment:**
- Approximately 24-27 hours per week.
- $33.18 per hour
- Includes family health benefits and optional pension plan.
- Appointment period: January/February 2014 to July/August 2014, or approximately 6 months from appointment date; a maximum of 530 hours totaling $17,584 for a full six-month appointment.

To apply, submit the following items:
- A copy of a reading/writing lesson plan that reveals some element of your teaching and learning values
- A cover letter and resume
- A list of all CUNY Start campuses where you are willing to work, indicating your top 3 choices for campus placement. Also note whether you prefer a day or afternoon/evening program and your willingness to work in either program. Please note that we cannot guarantee an applicant’s requested campus or schedule as a placement, but we will try to accommodate an applicant’s request whenever possible.
- Send all materials to Rachel Oppenheimer at cunystart@cuny.edu, with “Cooperating Reading/Writing Teacher” in the subject line of your email
- **Application deadline is November 18.**

Additional information about CUNY Start can be found at [www.cuny.edu/cunystart](http://www.cuny.edu/cunystart).

We are committed to enhancing our diverse academic community by actively encouraging people with disabilities, minorities, veterans, and women to apply. We take pride in our pluralistic community and continue to seek excellence through diversity and inclusion. EO/AA Employer.