



## SUMMER LITERACY PROGRAM - LEAD TEACHER Job Description

### BASIC FUNCTION

The Summer Literacy Playground Program's Lead Teacher is responsible for developing engaging summer literacy curriculum for two age groups as well as serving as a program site teacher. The Literacy Playground is AR Kids Read's dynamic and camp-themed literacy program which is designed to reduce summer slide and help students close grade-level reading gaps. The classes will include valuable foundational literacy skill building and reading and writing practice and activities promoting social emotional learning and engagement skills. Strong applicants will be energetic, creative, organized, as well as have experience teaching elementary reading, adapting curriculum for age-appropriate lesson plans, supporting at-risk students, and understanding how to help children with emotional problem-solving. The program sites will be located in central and southeast Arkansas, this position will be located in central Arkansas.

### REPORTING RELATIONSHIP

The Literacy Playground Lead Teacher will report to the Program Director/Coordinator

### PRIMARY DUTIES & RESPONSIBILITIES INCLUDE

Spring:

- Select student session books to align with Playground Theme
- Design fun daily group lessons and activities that integrate foundational literacy skill building and socio-emotional learning

Summer:

- Plan weekly to adjust lessons to be culturally relevant for assigned site population and student needs,
- Attend and assist with leadership of teacher/intern orientation, meetings, and debriefing sessions,
- Work collaboratively with a college intern and site staff to create and sustain a cheerful, respectful and supportive environment,
- Assess and evaluate assigned sites students pre-program and at close of program,
- Teach classes of students in grades 1-5,
- Track student attendance and complete progress monitoring,
- Prepare for lessons and activities, and implement lessons,
- Supervise and monitor students' safety,
- Collaborate with site staff to encourage parent engagement to promote at-home learning,
- Review and compile program reporting for Literacy Program sites, including student testing data, staff evaluations and personal observations for program improvements
- Participate in and support the end of summer celebration.

### QUALIFICATIONS

- A current Arkansas teaching license,
- Demonstrated experience in early literacy education and the science of reading,
- Exceptional classroom management skills,
- Ability to take initiative, employ good judgment, and manage projects from beginning to end,
- Strong communication skills,
- Ability to manage details and multitask,
- Ability to meet deadlines and to anticipate next steps or needs,
- Work effectively both independently and as part of a team,
- Be available to complete overarching program design and lesson planning between February and April,

- Be available approximately 15 hours per week for 7 weeks (June-July) plus additional hours for training, student evaluations, onboarding, and debriefing,
- Must submit to background checks, including child maltreatment,
- Access to reliable transportation.

#### BENEFITS

- A fun, impactful summer employment opportunity,
- Résumé-building experience in curriculum design, program management, evaluation, and aspects of community relations,
- Opportunity to learn about the work of nonprofits and their impact on communities, and
- Opportunity to build your network.

COMPENSATION: This position is a part-time position. Starting pay ranges from \$27- \$30/hour, commensurate with skills and experience.

#### Dates:

*Note: Dates are tentative, pending snow day makeup sessions at schools.*

- End of April – summer curriculum design completed
- May 17 (tentative) – Training Session
- Week of June 2 - Pre-assessment and teacher and intern onboarding
- Week of June 9 – week of July 21 – Literacy Playground classes – Monday – Thursday with prep and team meeting hours on Friday
- Week of July 28 – Post-assessments

#### TO APPLY:

Submit your résumé, cover letter, and two references to the AKR Program Team at [mbarger@arkidsread.org](mailto:mbarger@arkidsread.org). In the subject line, reference Summer Literacy – Lead Teacher

Learn more about our program by visiting [www.arkidsread.org](http://www.arkidsread.org).