

## Job Vacancy Notice

**Job Title:** CUNY Start Instructor - Math Start

**Job ID:** 19581

**Location:** Hostos Community College

**Full/Part Time:** Full-Time

**Regular/Temporary:** Regular

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### FACULTY VACANCY ANNOUNCEMENT

Hostos Community College is seeking a CUNY Start Math Instructor to work in the CUNY Start program beginning Spring 2019.

Persons employed in the title of CUNY Start Instructor shall be assigned to teach and perform related functions as part of the CUNY Start program. The CUNY Start Instructors are full-time, non-tenure track positions.

One of the College's greatest strengths, and a necessary element of excellence, is the diversity of our community. We are committed to equal opportunity and affirmative action, and strive to attract and nurture a talented and diverse faculty and staff that proudly reflect the unique character of the local Bronx community.

The CUNY Math Instructor is an instructor who possesses a clear understanding of CUNY Start's Math curriculum and the program's pedagogical approaches for developing CUNY Start students' academic and social readiness for college-level work. Reporting to the CUNY Start Director, the Instructor will perform the following and other related duties as assigned:

#### Instruction by Core Instructors

- Teach two CUNY Start Math classes of approximately 25 students each, or 50 students per semester, using the CUNY Start Math curriculum
- Teach CUNY Start curriculum in a well-managed classroom that engages students in a manner that is consistent with CUNY Start's pedagogical approach(es).
- Thorough training in and understanding of CUNY Start Math curriculum, pedagogical values and approach, and other aspects of the CUNY Start program.

#### Guidance to Math Tutors

- Refer and guide students to CUNY Start tutoring for individual support outside of class.
- Model and provide math tutoring, as needed.
- Provide guidance on areas of need for individual students.
- Coordinate tutor's schedule to help ensure appropriate services and supports are in place for students during class and outside of class.
- Encourage tutors to take notes during all-class discussions and to complete tutoring logs for tutoring sessions outside of class time.
- Provide feedback about the tutor(s)' progress to campus Program Director and CUNY Start Math Professional Development team to support ongoing program development and success.

#### Collaboration by Core and Support Instructors

- Participate in weekly meetings with the Advisor and Reading/Writing Instructor to discuss program- related issues as well as students' strengths and challenges and to make collaborative decisions.
- Work collaboratively with Core and Support Instructors.
- Attend and participate in professional development meetings organized by CUNY Start's Math Curriculum and Professional Development team.
- Prepare for, take part in, and help run orientation, student conferences, portfolio evaluation, and recruitment.

#### **QUALIFICATIONS**

Baccalaureate degree from an accredited institution and such other qualifications as may be necessary for the satisfactory performance of his/her instructional functions.

The following qualifications are preferred:

- Master's degree
- Experience working with diverse learners
- Strong written and interpersonal communication skills
- Proactive and detail-oriented with strong organizational skills
- Ability to work effectively as an individual contributor and team member
- Computer proficiency using standard academic, administrative and office software programs/applications
- Availability to work evenings and weekends

Please note that only current and former CUNY employees who successfully completed at least one semester as a Cooperating Math Continuing Education Teacher in the CUNY Start or Math Start programs are eligible to apply since this experience is required to be appointed to the CUNY Stat Instructor title.

#### **COMPENSATION**

\$45,750 - \$52,258; commensurate with education and experience.

CUNY offers faculty a competitive compensation and benefits package covering health insurance, pension and retirement benefits, paid parental leave, and savings programs. We also provide mentoring and support for research, scholarship, and publication as part of our commitment to ongoing faculty professional development.

#### **HOW TO APPLY**

Applicants must apply online by visiting the CUNY website at [www.cuny.edu](http://www.cuny.edu) and navigate to the following links: "Employment" and "Search Job Postings"

Please attach resume, cover letter, and three professional references.

#### **CLOSING DATE**

November 21, 2018

#### **JOB SEARCH CATEGORY**

CUNY Job Posting: Faculty

**EQUAL EMPLOYMENT OPPORTUNITY**

CUNY encourages people with disabilities, minorities, veterans and women to apply. At CUNY, Italian Americans are also included among our protected groups. Applicants and employees will not be discriminated against on the basis of any legally protected category, including sexual orientation or gender identity. EEO/AA/Vet/Disability Employer.

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