



Education Pathway Program Assistant Peer Resources

**At June Jordan School for Equity
Half-time position (20 hours per week)
\$20 to \$22 per hour DOE**

**Projected Start Date: July 8, 2019
(10 Month Position with possible rehire for new school year)**

Peer Resources' Educator Pathway Program

The Educator Pathway Program coalesces programs that support youth with skill-development and opportunities to be the educator leaders for the community, providing brighter futures for youth and a next-generation impact. This includes: Peer Resources' High School Educator Pathway Program at three southeastern San Francisco high schools, training 150 high school students as future educators with work-based learning, academic credits, and SFUSD's only University of San Francisco dual-enrollment college credit course; the Alumni Intern Program, serving transitional age youth and alumni of Peer Resources and SFUSD, training them as educators at sites through paid work; and as the lead agency for the San Francisco Educator Pathway Coalition, building a school-to-liberation pipeline, and preparing and supporting homegrown teachers to lead our schools.

Desired Skills and Qualifications

- Strong leadership skills in supporting youth to become young professionals
- Demonstrated ability to work effectively and positively across difference with diverse youth and adults, especially youth of color
- Possess interpersonal, leadership, and facilitation skills
- Experience in classroom management and teaching a plus
- Interest in cooperative learning and leading environment
- Ability to provide proof of required clearance to work in a public school setting (including TB test and relevant background check [fingerprinting] clearance)
- Available to attend REQUIRED workshops and trainings (see below)
- Available to work 13 hours each week (NOT including transportation times) at June Jordan High School (hours between 9am - 5pm, Monday – Friday)

Preferred Skills

- Experience working in peer helping and youth development programs
- Experience planning and managing youth programs or projects
- Studying/ strong interest in becoming an educator in San Francisco
- Oral fluency in Spanish, Samoan and/or Tongan



Responsibilities

- Oversee 10th grade Career Awareness program in conjunction with Educator Pathway Coordinator (EPC)
 - Includes curriculum development, career exploration planning, needs identified by EPC
- Directly serve with a 15 to 20 person youth cohort, facilitating work based learning at June Jordan High School
- Lead and facilitate career development curriculum provided by EPC
- Help coordinate, organize, and supervise off-site career exploration trips
- Provide open hours of service for soft skill career-related support to cohort
- Record attendance of youth in grant-required database
- Complete all required timesheets, paperwork and reports in a timely manner
- 1:1 weekly check-ins with EPC
- Co-Lead and attend **MANDATORY** mentor weekly meetings: Tuesdays 4:15-6:15 pm

Schedule

Must attend the following paid trainings and weekly trainings at the Peer Resources Office (Mission High School, 3750 18th St., Room 410):

* New Hires Orientation and Training: *TBD*

* Staff Trainings: *TBD*

* Weekly 2-hour Mentor Supervision and trainings: Tuesdays 4:15-6:15 pm

Assistant works a total of 15 hours weekly.

*2 hours each week in training and supervision Tuesdays 4:15-6:15 pm, plus

*8 hours a week at June Jordan High School

*5 hours either at June Jordan or Peer Resources Office

School Site Hours are during the school day and are determined together by the Educator Pathway Coordinator and Mentor at each site.

Mentors may be invited to apply for the following year, up to a total of two years.

Compensation

\$20 to \$22 per hour DOE

To Apply

1. Online application is available through the following link:
<https://goo.gl/forms/86KkcRaY9mPE0tuq2>
2. Please email the Educator Pathway Coordinator, nabdelwahhab@peerresources.org, with additional questions
3. Applications must be submitted by **Friday April 26, 2019**



4. Alumni of Peer Resources/ June Jordan, people of color and LGBTQQITP-identified people are strongly encouraged to apply.