



Durango Adult Education Center

*Serving Southwest Colorado*

### **Math/Science Adult Educator for Cortez Site**

The Durango Adult Education Center seeks an experienced educator to join our team of caring and dedicated staff. The Math/Science Adult Educator is part of our High School Equivalency program, comprised of highly skilled, patient, and committed teachers. The Math/Science Educator will assist learners in attaining math and science skills needed to reach the secondary school ability level, and help students at the high school ability level to pass the math and the science equivalency exams. The mathematical reasoning test focuses on algebraic and quantitative problem solving while science focuses on life science, physical science, earth and space science. All of our teachers continually seek innovative and creative ways to engage students and ensure they are making academic progress. Flexibility and confidentiality are essential in all facets of this position.

#### **Location**

This position will teach at two sites in the Mancos and Cortez region with the tentative schedule of Monday – Thursday 11:30 am – 8:00 pm.

#### **Status**

Full-time, 32 hours/week, mid-August through end of May, exempt from overtime. This position is eligible for medical and dental benefits after a two-month waiting period.

#### **Compensation**

\$24,000 - \$26,000 for 38.5 weeks. Benefits include paid time off.

#### **Responsibilities**

- ☐ Teach adult basic education (ABE) and adult secondary education (ASE) math curricula in a class setting including algebra, multi-step problem solving, geometry, and probability and statistics
- ☐ Teach adult secondary education (ASE) science curricula in an accelerated learning class designed to help students who attend regularly and are working at a high school level reading ability level to pass the high school equivalency test at the end of each 8-week session
- ☐ Apply differentiation techniques, small group strategies, and problem-solving approaches to develop critical thinking and high student achievement
- ☐ Perform assessment, record-keeping, and reporting duties as required by DAEC, and the Colorado Department of Education and adhere to confidentiality
- ☐ Collaborate with team members to continue standards-based instruction
- ☐ Participate in monthly team professional development meetings and bi-annual staff in-service sessions

- ☐ Provide guidance to volunteer tutors and teachers regarding curriculum, teaching methods, and materials
- ☐ Begin the Adult Basic Education Authorization within six months of hire and complete within 36 months OR for the candidate who already has an ABEA, complete 90 hours of professional development and re-authorize your ABEA within five years
- ☐ Attend professional development, trainings, and in-services as required by the Colorado Department of Education, GED Program Manager and/or the Executive Director
- ☐ Other duties as assigned (e.g., graduation)

### **Desired Qualifications**

- ☐ Certified in Secondary Math and Science
- ☐ Technology skills and experience with educational software, Microsoft Word and Outlook, and willingness to learn new technology to improve student learning
- ☐ Experience with at-risk youth and adults
- ☐ Wide-ranging depth of knowledge of primary and secondary school math and science concepts
- ☐ Strong ability to differentiate for a variety of math levels and skill gaps
- ☐ Minimum of 3 years of teaching experience
- ☐ Excellent communication skills with an ability to prioritize, negotiate, and work with a variety of personalities
- ☐ Personal qualities of integrity, credibility, and dedication to the mission of the Durango Adult Education Center

To apply, please email a complete application package (cover letter, resume, and a list of three references) to: [smoran@durangoadulted.org](mailto:smoran@durangoadulted.org)

The anticipated start date is mid-August.