



Math/Science Adult Educator for Cortez Site

The Durango and Cortez 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, comprising highly skilled, patient, and committed teachers. The Math/Science Educator will teach a combination of two student groups: 1) Adult basic education (ABE) learners focused on attaining math needed to reach the secondary school ability level; and 2) Adult secondary education (ASE) learners focused on attaining the skill and content needed to pass the Math and the Science equivalency exams.

The Durango and Cortez Adult Education Center's learners consistently score higher than state and national averages on the GED subject exams and this teacher is expected to appropriately motivate and prepare learners to achieve their best. The Math/Science Educator will continually seek innovative ways to engage students and ensure they are making academic progress. The ultimate goal is to prepare learners for postsecondary education and livable wage careers.

Location: Cortez site

Schedule: This is a part-time teaching position (17 hrs/week) starting immediately or as soon as feasible through June 3, 2025. Hours will be between 12:00am-3:00pm., Monday – Thursday.

Compensation: The starting pay for this position is \$22-\$25/hour. Benefits include paid time off.

Responsibilities

- Teach adult basic education (ABE) & adult secondary education (ASE) science and math curricula in an accelerated learning class designed to help students pass the high school equivalency science and math tests
- Apply differentiation techniques, small group strategies, and problem-solving approaches to develop critical thinking and high student achievement
- Perform formative assessment, record-keeping, and reporting duties as required by DAEC, the Colorado Department of Education, and OCTAE and adhere to confidentiality
- Collaborate with the team to continue standards-based instruction for the high school equivalency diploma, with a strong emphasis on computer-based teaching in a lab or classroom setting
- 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 (ABEA), a designation required by the Colorado Department of Education, within six months of hire and complete within 36 months
- Attend professional development, trainings, and in-services as required by the Colorado Department of Education, Program Director and/or the Executive Director
- Light cleaning of classroom (whiteboard, tables, vacuum, & garbage)
- Other duties as assigned, including annual and fundraising events (e.g., graduation)

Desired Qualifications

- Certified in Secondary Math and Science
- Minimum of 3 years of teaching experience
- 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
- 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/Cortez Adult Education Center
- Flexibility and confidentiality are essential in all facets of this position

To apply, please email a complete application package (cover letter, resume, and a list of three references) to: Libby Baumchen lbaumchen@durangoadulted.org

Please indicate what position/s applying for in cover letter.