



PART-TIME JOB OPENING

AFTER-SCHOOL MIDDLE SCHOOL TEACHER

(MIDDLE SCHOOL: 6TH – 8TH GRADE)

Hours: Up to 25 hours per week
Pay: Starting at \$19-\$21/hour, depending on experience
Dates: August 2023 to June 2024
Location: JamesLick Middle School and Buena Vista Horace Mann
Deadline: **Open until filled.**

ORGANIZATION DESCRIPTION

Since 1971, Jamestown Community Center has been providing learning opportunities and safe spaces for low-income youth in San Francisco's Mission District. Our youth represent the low-income, racially and ethnically diverse community in which they live and attend school. Our strategy is to serve a core group of neighborhood youth with multiple, high-impact programs as they grow through a full range of programs designed to help them transition from children into confident young adults. For over 25 years, Loco Bloco has promoted San Francisco youth's healthy transition into adulthood by engaging them in the creation and performance of music, dance, and theater rooted in Afro-Latino traditions. Loco Bloco encourages its youth to use multicultural art forms as a tool for their own empowerment and as a catalyst to help them overcome discrimination and bring about change in their communities.

Jamestown Community Center and Loco Bloco merged in 2018. Both youth development organizations had long established track records of providing enriching, high-quality programming to youth. We believed that our shared commitment to youth development, our shared love for the Mission community, our shared experience in developing leadership among low-income youth and families, the excellence Loco Bloco brings to arts programming and performance, and the expertise Jamestown brings to academic enrichment, sports and youth development, coupled with our long history of mutual collaboration can result in a better, stronger, more efficient and sustainable organization made up of Loco Bloco and Jamestown.

Programs now include Arts instruction, performance and production educational enrichment, academic tutoring, sports, leadership development, employment, counseling, and parent programs. Throughout these programs, Jamestown aims to provide all participants with the highest-quality youth development experience. This approach builds young people's resilience as they face their daily challenges and supports their natural inclination to pursue their own growth into healthy, productive young adults. Our work focuses on the innate assets of youth to develop their leadership and ability to challenge discrimination and oppression and to bring about change in their communities.

Our Values:

Accountability	Family	Health
Artivism	Inclusion	Social Justice
Education	Grit	Tradition

POSITION DESCRIPTION

Jamestown is seeking experienced, enthusiastic and creative individuals to lead youth-development focused activities for 6th through 8th graders. The ideal candidate has experience teaching after-school classes to Middle school youth and a background in physical education, arts, cooking, STEM, Media, theater, dance or any other unique enrichment. This position reports directly to the Middle School Site Manager.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Attends Fall Training and January All Staff Meetings, bi-weekly staff meetings, and a minimum of two training sessions.
- Provide instruction in a specific enrichment such as Art, Media, Chess Cooking, homework support ETC.
- Offers structured activities to youth at middle schools Monday through Friday afternoons during the school year.
- Plan a project-oriented curriculum to support youth's social-emotional, academic, and physical success by:
 - Incorporating the five supports and opportunities of Youth Development Theory and Practice: safety, youth participation, skill building, community involvement, and relationship building;
 - Developing and leading a comprehensive curriculum that embeds high-quality skill-building through activities that are sequenced, active, focused, explicit; and
 - Planning regular, creative, literacy-based activities that allow youth to build listening and speaking skills.
- Prepare and organize teaching materials, including long-term, unit, and daily lesson plans.
- Maintains close contact with families regarding youth progress, attendance, and program information.
- Establishes and maintains a safe and welcoming environment for youth.
- Performs administrative tasks, including keeping attendance and purchasing supplies as necessary.
- Sets and models expectations for youth in keeping with the goals of Jamestown and the program.
- Connects youth to other resources as needed.
- Advises the Site Manager of the status of activities, challenges, and successes through regular communication.
- Attends pertinent meetings at work sites as necessary.
- Maintains a professional attitude and work ethic.
- Participates in ongoing professional development throughout the year.
- Complies with Jamestown policies and procedures and laws pertaining to the operation of Jamestown and the safety of participants.

QUALIFICATIONS

- Passion for Jamestown's mission and commitment to providing young people with the highest-quality youth development experience.
- Experience working with multi-ethnic, multi-cultural youth ages 11-14.
- Experience working in recreation programs.
- Experience teaching in a non-classroom setting, preferably in the area of health and nutrition.
- Strong understanding of the theory and practice of youth development.
- Strong interpersonal skills.
- Ability to speak Spanish is preferred.
- Fingerprint and tuberculosis (TB) test clearance upon hire.
- Provide documentation that meets SFUSD Instructional Aide requirements or take an equivalency exam.
- Comply with COVID safety guidelines and provide proof of Covid -19 vaccination and booster or if you cannot receive the COVID-19 vaccine due to disability or a sincerely held religious belief, will instead show proof of a negative COVID-19 test every two weeks thereafter.

This is an hourly, non-exempt position, up to 25 hours a week, with no benefits.

APPLICATION

If interested, please submit a cover letter and resume to

Gabriela Amezcua, HR Manager
Jamestown Community Center
2929 19th Street
San Francisco, CA 94110

Telephone: 415-647-4709 x111
Fax: 415-647-4718
Email: Gabrielaa@jamestownsf.org

Jamestown Community Center is an Equal Opportunity Employer.

We encourage women and people of color to apply.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.