

# Mentoring Alliance Summer Camp Teacher

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**REPORTS TO:** Tyler ISD Supervisor

**SUPERVISES:** Professionals and paraprofessionals, as assigned

**QUALIFICATIONS:**

1. Bachelor's degree from accredited university.
2. Valid Texas Teaching certificate, with required endorsements for subject/level assigned and ESL Certification.
3. Knowledge of subjects assigned.
4. General knowledge of curriculum and instruction.
5. Ability to instruct students and manage their behavior.
6. Strong organizational, communication and interpersonal skills.

**PRIMARY PURPOSE:**

Provide students with appropriate interactive learning activities and experiences designed to enrich their summer learning experience.

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**TERMS OF EMPLOYMENT: \$25 per hour**  
**Wage/Hour Status: Exempt**

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**MAJOR RESPONSIBILITIES AND DUTIES**

1. Develop and implement plans that fulfill the requirements of the summer program designed to be highly engaging and interactive.
2. Prepare lessons appeal differences in learning styles in students. Present the subject matter with engaging strategies.
3. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
4. Regularly implement the appropriate use of technology for the teaching/learning process.
5. Assess students' learning as appropriate.
6. Work cooperatively with Tyler ISD staff and Mentoring Alliance staff to advance the growth of each student.
7. Work with other members of the staff to determine instructional goals, objectives, and methods in accordance with district requirements.
8. Plan and supervise purposeful assignments for paraprofessionals, Mentoring Alliance counselors, and others staff and volunteers.
9. Provide feedback to parents as appropriate.
10. Be a positive role model for students; support the mission of the school district.
11. Create a classroom environment conducive to learning and appropriate to the physical, social, and emotional development of students.
12. Redirect behavior of students, when necessary.
13. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
14. Assist in the selection of books, equipment, and other instructional materials.
15. Establish and maintain open lines of communication by conducting conferences with students, parents, Tyler ISD employees and Mentoring Alliance employees.

16. Use effective communication skills to present information accurately and clearly.
17. Participate training and staff development for summer programming.
18. Keep informed of and comply with state, district, and school regulations and policies for classroom teachers.
19. Compile, maintain, and file all reports, records, and other documents required.
20. Performs duties in a professional, ethical and responsible manner as defined in the TEA Code of Ethics for Educators.
21. Performs other tasks and assumes such responsibilities related to the position and as assigned

**EQUIPMENT USED:** Uses computer, printer, fax, and copier.

**WORKING CONDITIONS:**

**Mental Demands/Physical Demands/Environmental Demands:** Maintain emotional control under stress. Frequent standing, stooping, bending, pulling and pushing. Move small stacks of textbooks, media equipment, desks and other classroom equipment.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required. 02/16 ABL