

## **Advanced Enrichment In-Person Weekend Instructor, Grade PreK- 8**

Instructors plan and implement challenging and engaging enrichment courses based on a course syllabus provided to them. Syllabi contain a brief description, essential questions, learning objectives and several resources on the course topic. Course content is one to two years above grade level. Instructors receive resources but should have experience with gifted learners and be able to differentiate instruction for high-ability students with a range of skill levels and background knowledge. As classroom leads, instructors supervise teaching assistants and are responsible for student course evaluations.

### **Course Duration and Pay**

Weekend courses run for six consecutive Saturdays throughout the school year. Courses are 2.5 hours in length. Courses are held in the mornings and/or afternoons. Instructors teach during one or two of these time frames depending on location and course assignment. The per course stipend for a weekend half-day morning or afternoon course is \$740-\$800, depending on CTD experience.

- Fall 2023: October 7 - November 11 (“inclement weather day” November 18, if needed)
- Winter 2024: January 20 – February 24 (“inclement weather day” of March 2, if needed)
- Spring 2024: April 13 - May 18

### **Locations**

Weekend enrichment program sites:

- Evanston, IL — Northwestern University Campus

### **Qualifications**

- Bachelor’s degree and experience teaching accelerated and/or compacted curricula.
- Master’s degree, at least three years of lead teaching and experience with twice exceptional students preferred.
- Subject matter expertise as appropriate.
- Strength and mobility to supervise active children indoors and outdoors.

### **General Responsibilities**

- Uphold and promote the CTD Honor Code among staff and students.
- Design all course instructional activities, incorporating differentiation and a variety of instructional practices.
- Submit lesson plans for review, feedback and archiving according to program requirements.
- Choose and request appropriate instructional materials for the course according to a timeline.
- Review student health notes and uphold confidentiality policies.
- Execute course curriculum in a classroom environment that fosters student engagement, academic risk-taking, and inclusion.
- Supervise teaching assistant’s performance and engagement in the classroom.
- Maintain program standard of student supervision.
- In collaboration with the Program Coordinator, contact families regarding student progress as needed.
- Evaluate and assess students according to CTD guidelines and course objectives.

- Learn and implement CTD policies and procedures by reviewing documentation and attending online and/or onsite staff trainings.
- Assume program-related responsibilities as requested by CTD administrative staff.

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