



Job Title:	STEM Teacher	Supervisor	Literacy Director
Location:		Position Type:	Summer Role
Salary/Wage:	\$20/hr	Exempt/Nonexempt:	Nonexempt

The STEM Teacher will be responsible for summer programming of Preston Taylor Ministries (PTM) that provides significant opportunities for involved children to experience “joy-filled friendships” and to pursue their “God-inspired dreams.” Embracing PTM’s Christ-centered mission, the STEM teacher, will represent PTM to PTM children and their families, volunteers, potential volunteers, and supporters. She will do this by demonstrating a love for God that is evident in her lifestyle whether or not she is at PTM.

Roles and Responsibilities

I. General

- Represent PTM and its mission formally and informally.
- Be personally familiar with all PTM Programming
- Participate meaningfully and significantly in staff meetings.
 - i. Staff Meetings - tentatively, June 17th and July 8th (7-8am)

II. Increase STEM confidence and competence in PTM Students

- Build students’ STEM skills in a small group setting
- Create and submit lesson plans to Literacy Director
- Lead behavior management within the classroom and assist site directors during program hours
- Attend professional development seminars led or coordinated by the Literacy Director (if any)
- Work with volunteers to empower STEM activities between volunteers and students

Potential Sample Schedule (Total – 20hr/wk)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Total Hours	4	4	4	4	4

	TBD -- Training volunteers, Preparing Teams, Writing Lesson Plans	9:30-1:30 -- Prepping room, students in rotations, helping with mealtimes, and assisting the site director	9:30-1:30 -- Prepping room, students in rotations, helping with mealtimes, and assisting the site director	9:30-1:30 -- Prepping room, students in rotations, helping with mealtimes, and assisting the site director	9:30-1:30 -- Prepping room, students in rotations, helping with mealtimes, and assisting the site director
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General Schedule

- The breakdown of school year through the summer:
- Hours begin May 24th (20 hr for preparation and training with Literacy Director and/or Site Director)
- Summer Programming - June 1 - July 16