



## 2019 COLLEGE BOUND SUMMER TEACHING INTERN POSITION

Breakthrough Central Texas creates first-generation college graduates. The program admits students in middle school and makes a long-term commitment to helping them graduate from high school and college by providing academic summer programs, individualized academic support and enrichment and college-prep activities for students and families.

Breakthrough seeks enthusiastic, creative, and successful college students to teach and mentor high school participants in two distinct college bound programs, one serving rising 10<sup>th</sup> grade students and the other working with rising 12<sup>th</sup> grade students. 10<sup>th</sup> grade students will participate in a 2-week summer program called the 10<sup>th</sup> Grade Leadership Institute. 12<sup>th</sup> grade students participate in a College Application Institute that meets during 2 separate weeks, one in June, and the other in July. ***The position begins on Monday, June 3rd and ends Friday, August 2nd.***

**The Leadership Institute** will focus on school success and college and career exploration through the development of leadership and communication skills for our rising 10<sup>th</sup> graders in Manor and Austin, TX. Each day will include learning activities devised to increase student communication skills, build students' self-awareness of strengths and areas for growth, improve students' sense of personal responsibility and to increase students' overall college knowledge.

**The College Application Institute** will give rising 12<sup>th</sup> grade students a head start on the college application process through a series of workshops on financial aid, college essays, resumes, and professional communication. By the end of the program, students will complete at least one college application and essay.

For each program, summer teaching interns will be responsible for teaching small groups of students as well as helping facilitate large-group activities, with the guidance and support of Breakthrough staff and other educators

### PRINCIPAL DUTIES AND RESPONSIBILITIES:

- Teach a class of 8-12 students for 10<sup>th</sup> & 12<sup>th</sup> grade students
- Serve as college essay writing coaches for 12<sup>th</sup> grade students
- Lead and participate in large- and small-group team-building activities
- Learn from your directors and colleagues
- Communicate with parents and families about your students
- Lead annual conferences with students and families
- Serve as a leader and mentor to all students
- Arrive early, stay late, work hard, and make a difference

### Time frame: June 3 – August 2, 2019

- Initial Teacher Training: June 3-7
- College Bound Institutes: June 3rd - August 2nd
  - 10<sup>th</sup> Grade Leadership Institute – Austin Site: June 10-21
  - 10<sup>th</sup> Grade Family Conferences: Saturday, June 15
  - 12<sup>th</sup> Grade College Application Institute Week 1: June 24- June 28
  - 10<sup>th</sup> Grade Leadership Institute – Manor Site: July 8 - 19
  - 12<sup>th</sup> Grade College Application Institute – Week 2: July 22 - July 26
  - Wrap-up Week- July 29 - August 2
- Ongoing training and preparation occurs throughout the summer, between programs.

**Qualifications & Compensation:** Successful, motivated college students who are interested in educational equity and skilled in leading students. All majors are encouraged to apply. Experience in leadership and leadership development preferred. Spanish speaking preferred.

### **Qualifications**

Applicants must meet the following qualifications:

- Be 17 years or older (by start of program—June 3, 2019)
- Be enrolled and in good standing at a high school or four-year college or university
- Be a U.S. citizen, or U.S. national or lawful permanent resident of the United States
- Have a commitment to community service and the ability to provide service for the complete program

### **Knowledge, Skills, and Abilities**

- Effective communication skills
- Excellent organizational and time management skills
- Ability to follow through with assigned tasks and responsibilities
- Flexibility and openness to changing roles
- Ability to work on a team and be an active team member
- Responds well to constructive criticism and input on how to improve performance
- Effective tutoring and mentoring skills
- Willingness to learn and to attend all AmeriCorps trainings
- Commitment to working with youth and to community service
- Ability to manage several concurrent issues and solve problems effectively
- Ability to complete paperwork and meet deadlines
- Bilingual (Spanish) a plus

### **Hours, Benefits, and Compensation**

As Quarter Time AmeriCorps members, summer teachers are required to accumulate 450 hours within the service period of (approximately 50 hours/week) with occasional Saturday or evening events. Members are responsible for tracking and receiving approval of their hours and receive the following:

- Living Stipend \$2000
- Education Award- upon completion of 450 service hours, all members are eligible to receive an Education Award from the Corporation for National and Community Service \$1566
- Non-monetary benefits (on-going support, professional development)
- Assistance securing on-campus housing

**For questions or to apply, please email a resume and cover letter to Dorothy Vasquez ([Dorothy@breakthroughctx.org](mailto:Dorothy@breakthroughctx.org)).**

Breakthrough Central Texas does not discriminate on the basis of race, creed, color, national origin, ability, sex, secular preference, sexual orientation, marital status, age, political affiliation or religion, in accordance with the non-discrimination requirements of applicable statutes.