Instructor Position
Computer Science Instructor

$25 an hour!

About Veterans Upward Bound...

The TELACU Veterans Upward Bound (VUB) Program is funded by the U.S. Department of Education. VUB provides FREE services and classes that prepare military veterans make a smooth transition into college. VUB guides and equips veterans to successfully earn a degree at a post-secondary institution. College prep classes are offered in the field of Computer Science, English, Math, Typing and Spanish. **Classes are offered year-round, i.e. Fall, Winter, Spring and Summer.**

Computer Science Instructor Job Duties:

Teach the Computer Science class to veteran participants during the Summer 2014 quarter. Teach Microsoft Office, including but not limited to: Word, Excel, PowerPoint, internet research strategies, etc. Prepare participants to use essential computer programs utilized in college and ensure computer literacy. Lecture the following levels: beginners, intermediate and advanced. Assess participants and recommend placement level. Develop and/or revise current syllabus, lesson plans and post-tests. Track attendance and document participant progress. Complete a mid-term and final report on each participant's class standing. Nominate a candidate for Student of the Quarter.

Work Schedule – Summer 2014 Quarter
July 7, 2014 – August 14, 2014

Schedule:

Monday, Tuesday and Wednesday

9:00 am – 12:00 pm
and
Wednesday and Thursday
5:30 pm -8:30 pm

Location:

5400 East Olympic Boulevard, Suite 130

Los Angeles, CA 90022

Qualifications

- B.A., A.A. Degree or Certificate in Computer Science or related field. Computer Science teaching experience.

- Preferred Qualifications: 2+ years of teaching experience. Experience working with adults or veteran population. Ability to work with military veterans and/or non-traditional students.

For Info or to Apply, Email Resume to:

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