



Internship Opportunity GED Teacher

Community Impact:

GED Teachers prepare learners for the GED exam by leading classes in various subject areas: math, writing, reading, science and social studies. Teachers provide a comfortable and productive learning atmosphere in small group classes of adult immigrants and refugees from all over the world.

Duties:

- Create weekly lesson plans, to fit adult learners' needs and goals, based on curriculum provided
- Individually or team-teach lesson plans in small adult classes
- Collaborate with other volunteer teachers
- Track daily attendance and complete lesson reports and student evaluations on a regular basis
- Other program specific duties as assigned by the ELL Program Manager and GED Coordinator

Benefits:

- Gain educational and teaching experience
- Gain experience working with people from all over the world
- Build public speaking and organizational skills
- Expand multicultural awareness
- Work with a grassroots, learner-centered organization that strives to build stronger communities

Qualifications:

- Knowledge of one or more of the GED subject areas: math, writing, reading, science and social studies
- Ability to speak, write and read in English
- Dependable and prompt
- Possess good inter-personal, communication and leadership skills
- Ability to interact respectfully with persons of other cultures
- Able to understand and respect confidentiality
- Must pass a criminal background check

Time Commitment:

Interns work with our program a minimum of 3 hours per week for at least 10 weeks. Positions are available Monday-Thursday from 9:00 a.m. - 11:00 a.m., 11:00 a.m. - 1:00 p.m. and 6:30 p.m. - 8:30 p.m. Specific or modified hours can be arranged directly with the ELL and GED Program Staff.

Training and Support Plan:

A quarterly teacher dinner and training session with mini-workshops led by MLC trainers will be offered to all Interns.

Location: Paul and Sheila Wellstone Center for Community Building
179 Robie Street East, Saint Paul, MN 55107

Contact: Adam Thompson
Intern/Volunteer Manager
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Please join us at Neighborhood House!