Teaching Internship

Part-time, ten-month internship with stipend is offered for current or recent graduate or undergraduate students interested in pursuing a career in education with academic or professional credentials in an accredited education program. Interns will lead a high-energy classroom. They will be responsible for developing and executing a regular schedule and all activities/projects for a group of same-age students. Interns should expect to apply many facets of their pedagogical, developmental, curricular, and behavioral training with a group of students from Nursery through 2nd Grade. Interns will gain experience as they collaborate with Lab School faculty, develop relationships with parents, maintain a webpage to document and communicate their activities, and obtain knowledge of overall schools' operation. Leadership skills will be developed as each Intern will have at least one assistant in their after school classroom.

Dates of Internship

Training: August 21-25th – 9 a.m. – 4 p.m.
Start & End Dates: August 28th 2017-June 8th 2018
Laboratory Schools’ Holidays off:
November 22-24
December 20-January 2
January 15th
February 9-12
March 14-23
May 28

Schedule

Monday-Tuesday, 1:30 p.m. – 5:30 p.m.;
Wednesday, 12:30 p.m. – 5:30 pm;
Thursday-Friday, 1:30 p.m. – 5:30 pm
8 – 1-hour classroom observations
2 – Professional Development days (November 10th, 2017 & April 20th, 2018)

Knowledge, Skills & Abilities Required

1. Formal undergraduate or graduate-level training in education
2. Ability to organize time and work independently
3. Follow directions and complete tasks in an effective manner
4. Ability to work in a fast-paced, high-energy setting
5. Ability to deliver high quality customer service for children and adults
6. Ability to plan and organize age-appropriate enrichment activities that complement students’ curriculum
7. Ability to work well with people

Stipend

$15,000

TO APPLY, PLEASE SUBMIT a resume & cover letter to:
Colleen Coyle, Director of Extended Day
Emma Wellman, Associate Director of Extended Day
The University of Chicago Laboratory Schools
EMAIL: ccoyle2@ucls.uchicago.edu; ewellman@ucls.uchicago.edu

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