Department Title: Long Term Service Learning Substitute - Middle School
Reports to: Principal

Job Summary:

Service Learning Teachers are responsible for developing curriculum, supervising students both in and out of the classroom and maintaining up-to-date teaching techniques to provide students with a quality educational experience. To foster a culture of community teachers build deep relationships with students, families, and staff. They maintain strong lines of communication with families about student progress and go above and beyond to support and collaborate closely with teammates in the united pursuit of the Lab’s mission. We are looking for team members who will emanate optimism, share feedback to solve problems, reflect on how your actions impact others and take ownership over creating the culture you want to show up to each day.

- Middle School students explore the concepts of community building and responsible citizenship in many ways. Examples include: making bagged lunches for community members at a local shelter, volunteering in community gardens, serving meals and playing games with participants in an adult day center, cleaning up public spaces with the park district, packaging newborn supply kits for new mothers, and weatherizing homes for seniors for the winter. Middle School students have the opportunity to learn and serve in Ecuador through the Leaders for Change Ecuador Service Learning trip offered in the summer. Service-learning is also integrated into academic courses, including science, art, and world languages. All community engagement experiences are enriched through pre-and post-service reflections.

Responsibilities:

- The Service Learning program is responsible for educating students in grades N-12. Service Learning is currently integrated into the Middle School Advisory program and in quarterly classes in 7th and 8th grade. It allows students to participate in community initiatives at various levels through philanthropy, advocacy, and direct service. The Service Learning Program pushes students to define what it means to be active citizens by reflecting on stewardship, social responsibility, and leadership values.

- In the Lower School and Primary/Kindergarten levels service learning is a class-by-class endeavor with room for growth into a more cohesive program.

The anticipated start date for this position is 8/29/2022 - November 2022. Interested applicants should send required documents to Ryan Allen at rallen@ucls.uchicago.edu

Education:

- Bachelor’s degree required.
- Master’s degree preferred.
Experience:

- A minimum of three years of primary / secondary school classroom experience required.
- Previous experience developing and creating service-learning initiatives.
- Experience developing curriculum strongly preferred.
- Experience working with a wide range of students with diverse backgrounds, such as race, ethnicity, sexual orientation, learning abilities, class, language and nationality, preferred.
- Experience working with community partners.
- Experience supporting project based learning linked to service.
- Support student initiatives related to service.

Competencies:

- Ability to be agile and flexible required.
- Ability to interact with a diverse group of faculty, staff, students, and parents required.
- Knowledge of diversity, equity and inclusion issues and dynamics in the classroom and in developing healthy, supportive relationships with all students.
- Strong knowledge of course subject matter required.
- Knowledge of instructional methodologies required.
- Strong knowledge of child development required.
- Ability to develop curricula, lesson plans and assessment tools required.
- Analytical skills required.
- Problem-solving skills required.
- Decision-making skills required.
- Attention to detail required.
- Organizational skills required.
- Computational skills required.
- Creativity required.
- Verbal and written communication skills
- Interpersonal skills required.
- Ability to build community partnerships.
- Ability to work independently and as part of a team required.
- Ability to manage stressful situations required.
- Ability to maintain confidentiality required.
- Ability to work on multiple projects simultaneously, set priorities, and meet deadlines required.
- Ability to use standard productivity software (Microsoft Office, calendar/schedule software, etc.) required.

Physical Effort:

- Ability to carry or lifts loads of up to 25 lbs.
- Ability to sit for up to 2 hours
- Ability to use computers extensively for 4 hours or more
- Ability to climb stairs up to 2 stories
- Ability to push/pull objects of up to 25 lbs.
- Ability to stand for 2 hours to 4 hours
- Ability to Use Standard Office Equipment