

**Sacred Heart High School**  
**34 Convent Ave. Yonkers, NY**  
**(914)965-3114**

**JOB TITLE:** Summer School Teacher

**SUBJECTS:** Earth Science  
Chemistry

**SUPERVISOR:** Gina Nieves, Summer School Administrator

**JOB DESCRIPTION:** Summer School Teachers are responsible for providing instruction in summer school settings. Teachers are responsible for planning lessons and assessments that will assist students in successfully recovering credit for courses.

**ESSENTIAL JOB FUNCTIONS:**

- Teaches courses in EARTH SCIENCE OR CHEMISTRY to secondary pupils, following the course of study adopted by the Board of Education and appropriate curriculum publications as guidelines in teaching individual course content.
- Pursues a variety of methodology in teaching and instructing pupils.
- Plans, develops, and utilizes a variety of instructional materials and aids appropriate to the intellectual and instructional level of pupils.
- Provides group and individual instruction to motivate pupils and effectively utilizes the time available for instructional activities.
- Maintains appropriate standards of pupil behavior, using behavioral management strategies and techniques, including positive reinforcement and behavior shaping.
- Prepares, administers, scores, records, and reports the results of assessments.
- Counsels, confers with and communicates with parents and regarding pupil progress.

**PROGRAM INFORMATION:** Sacred Heart High School will be offering a Co-Ed Summer School Program. The program will run from July 1-August 1 from Monday through Thursday. Class times will be between 8:30 a.m. and 12:30 p.m.

To apply for a position in the program, please email your resume to [gnieves@sacrdhearths.org](mailto:gnieves@sacrdhearths.org).