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**METHUEN PUBLIC SCHOOLS**

**VACANCY NOTICE**

**THE AVAILABILITY OF THIS POSITION IS CONTINGENT UPON SUFFICIENT FUNDING AND ENROLLMENT**

**TITLE: Teachers (3) for CGS After-School Math & Writing Club**

**DATE OF OPENING: February 10, 2012**

**QUALIFICATIONS:**

1. Teacher in the Methuen Public Schools at the CGS
2. Successful experience teaching English language learners
3. Successful completion of at least 3 ELL Category courses
4. Ability to provide instruction in mathematics and writing skills, with emphasis on improving students' verbal and written reasoning and communication
5. Ability to speak Spanish helpful
6. Outstanding preparation and/or experience may be substituted for some of the above qualifications

**GENERAL RESPONSIBILITIES**

1. Provide appropriate and challenging math instruction to students in Grades 3-8 from March 6, 2012, through April 12, 2012. (Six week program) two afternoons a week (Tues/Thurs) from 2:45 – 4:30 PM for upper, and 3:15 – 4:30 PM for lower
2. Provide homework help to students
3. Must attend mandatory orientation/planning meeting Monday, Feb. 13, 2012, 3:00 – 4:15PM, and second planning meeting, date TBD
4. Keep and submit accurate records regarding student attendance and progress
5. Keep and submit a list of activities for project documentation
6. Work collegially and cooperatively with Lead Teacher of after-school program

**SALARY:**

\$30.00/hour for: attendance at both planning meetings, plus program weeks: 5 hours per week for upper school; 4 hours for lower school. These include 1 hour prep time.

**Applications:** Letter of interest, résumé and licensure (no email please) may be submitted to:

:

Ms. Jane Sigillo  
 Language Acquisition Department Supervisor  
 Comprehensive Grammar School  
 100 Howe Street  
 Methuen, MA 01844

**INTERVIEWS BY INVITATION ONLY**

THE METHUEN PUBLIC SCHOOL DEPARTMENT IS AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER.

***This program is supported by a grant from the Massachusetts Department of Education. This material does not necessarily reflect the views or policies of the Massachusetts Department of Education or the Federal Government - Total Project Funds: \$86,701.***

**JES/kaq**

Expires 2-10-12