



We are hiring Part-time Reading and Test Prep Teachers and Substitutes!

Starting Sept. 2021

Who we are:

The Community Learning Center (CLC) empowers a diverse community of adult learners to transform their lives and realize their potential through education, skills development, and community participation. Students are predominantly low-income Cambridge residents; come from a variety of ethnic, linguistic and racial backgrounds; and are currently enrolled in English or Adult Basic Education or training. [Watch this video to learn more about us!](#)

We are looking for ABE Reading and HiSET Test Prep Teachers who will...

- Dynamically teach ABE Reading and test prep classes to adult learners, whether in person, hybrid, or online, depending on program needs
- Provide scaffolded, explicit instruction, practice, and assessment to help students achieve educational and personal goals
- Work as a team with other teachers and staff to develop materials, lessons, and share best practices
- Engage in ongoing professional development to continually improve our services

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The ideal candidate has many, though perhaps not all, of the following:

- Experience teaching reading
- Knowledge of methods and materials used in reading instruction
- Experience teaching adults in a community-based setting
- Experience with remote instruction, digital literacy, and distance learning
- Experience with HiSET test preparation
- Experience working with individuals with learning disabilities
- A commitment to racial equity and a desire to understand and interrupt systemic racism and other forms of oppression

Our open positions are listed below. Classes may be remote, hybrid, or in-person per program needs. Pay rate is \$29.33

- HiSET Test Prep/Study Skills Development (multisubject, inc. ELA) (M PM, 8:15-9:15, 1 h prep. Paid 2 hrs/week)
- Substitutes for Reading classes (NRS Levels 1-2 through NRS Level 6, depending on interest and experience)

Interested but not sure if you are right for the job? Please reach out to Eleanor (see below)!

How to join our team:

Please submit your resume and letter of interest via email to: employment@cambridgema.gov **and** Eleanor Stafford (estafford@cambridgema.gov).

