

Position Title: Young Eisner Scholars [YES] Chicago Instructor

Organizational and Principle Work Relationships

Reports directly to the Young Eisner Scholars Director of Chicago Programs

Primary Purpose:

The Chicago Young Eisner Scholars YES Instructor's chief responsibility is to design and lead YES sessions for middle and high school students, with a special focus on high school and college entrance exam preparation. This involves curating content for YES in-school, Saturday, winter, and summer sessions structuring a general curriculum for those sessions. YES Instructors also provide mentorship via phone or email after-school to provide extra support.

YES sessions place an emphasis on verbalizing, reasoning, and evaluating information - not disgorging rote-learning methods. In YES, process is more important than product; precise thoughts and ingenious questions are highly encouraged. To achieve this, the YES Instructor should be comfortable leading Socratic style discussions and demand critical thinking from students.

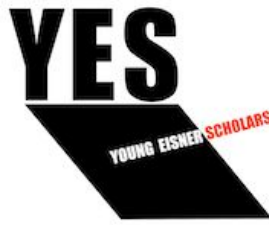
YES seeks students and instructors with verbal acuity, unique insights, profound interests, and demonstrate agency. It is the YES instructor's role to nurture and hone these skills in students, while preparing them emotionally and culturally to participate in rigorous learning environments.

Young Eisner Scholars serves 6th, 7th, and 8th grade scholars through a cohort-based model that provides support through high school, college, and career.. The Chicago instructor will progressively guide students towards opportunities to explore specific interests or areas of study in greater depth. It is imperative that the program coordinator work closely with the national network of YES staff, local teachers and administrators, and part-time and volunteer personnel to curate and augment session materials and educational opportunities for our Scholars.

Essential Duties and Responsibilities

Middle School Programming:

- Prepare and lead YES student cohort sessions, 20 in-school sessions per week in Chicago
- Run and/or coordinate student extra help sessions as needed (tutoring, phone counsel,
- Organize and lead the interview and identification process of elementary and middle school candidates in partner public schools
- Confirm YES session schedules to ensure students arrive promptly and prepared for the session
- If necessary and prudent, identify best schools for student high school placement
- Identify summer program boarding school candidates in January and begin application process in February. Work with national office to complete boarding school summer applications
- Recommend middle school students for national scholarship programs and provide application assistance, as needed



High School Programming:

- Prepare and lead YES student weekly sessions every Saturday focusing on high school transition, coursework/homework assistance, and test preparation.
- Tutor high school students after school and on weekends as needed.
- Assist older students in college application process by reviewing materials, writing recommendations, and teaching additional test preparation as needed.
- Assist older students in finding financial aid and scholarship opportunities.
- Guide students in personal academic pursuits.

Services Provided

Student Outreach and College Access Support:

- Develop and maintain strong relationships with Scholars to ensure student accountability and success.
- Maintain effective relationships with the administrators, teachers, and parents (guardians) of YES Scholars
- Provide ACT/SAT preparation to middle school scholars applying for Duke TIP and high school scholars, in large-group sessions and/or one-on-one sessions, as needed.
- Meet with middle/high school students for additional academic support, as needed.

Minimum Qualifications

- College Degree and two years of working experience, preferably in education
- Proactive; tough; accountable; strong problem-solving and leadership skills
- Ability to work with diverse constituents, both internally and externally
- Demonstrated ability of excellent oral and written communication skills
- Ability to work flexible hours with strong attention to detail and organization

Preferred Qualifications

- Expertise in a technical subject such as mathematics, logic and rhetoric, and computer science.
- Adept in test preparation for entrance exams including the ISEE, ACT, and SAT
- Experience working with underserved clients in rural communities

Dimensions

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Please forward resumes and cover letters to:

Ciji Henderson; Director of Chicago Programs and Community Development
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