

**Math Coach  
Temporary/Part Time**

**Colorado GEAR UP  
Gaining Early Awareness and Readiness for Undergraduate Programs**

GEAR UP

Colorado GEAR UP is a 7-year federal grant that is funded by the U.S. Department of Education and is managed by the Department of Higher Education on behalf of the Governor's Office. Colorado GEAR UP is a pre-collegiate service program that helps prepare low-income and first generation students to meet high expectations for high school graduation, college admission, and degree completion. Students who successfully fulfill program participation expectations and meet the scholarship criteria may be eligible to apply for the GEAR UP scholarship. For more information about our program, please visit [www.coloradogearup.org](http://www.coloradogearup.org).

Location

Alameda High School, Lakewood, Colorado

Position:

The math coach will oversee a class of 20 high school seniors who are enrolled in an online, self-paced math college readiness course. The math coach will be responsible for guiding and assisting students through the online math course to completion.

Responsibilities:

- Drive course completion by providing direct tutoring and coaching services.
- Review course progress regularly and develop interventions as needed.
- Provide reporting as needed.
- Create a classroom environment that provides students with guidance, assistance and structure in effort to help students accomplish course requirements successfully.
- Oversee classroom management and attendance.
- Collaborate with the Colorado GEAR UP Pre-Collegiate Advisors on successes, challenges and outcomes.

Minimum Qualifications:

- Tutoring experience with high school students
- Classroom management experience
- Ability to acquire and conceptualize course content
- Self-starter & self-directed
- Excellent verbal and written communication skills
- Results oriented
- Passionate about the success of students
- Ability to motivate others
- Ability to develop rapport with students
- Ability to work with a diverse population
- Experience with online learning platforms preferred

Work Schedule

This is a temporary, part time position

4 hours per week, 1 hour per day on Mondays, Tuesdays, Wednesdays & Fridays from 7:00 AM – 8:00 AM

Position begins 1/6/16 through 5/13/16

Non paid holidays/breaks: January 18<sup>th</sup> (MLK), February 12<sup>th</sup> (Planning Day), February 15 (President's Day), March 21-28 (Spring Break), or May 6<sup>th</sup> (Staff Development)

Compensation

\$25 per hour, no benefits

This position is non-classified and exempt from the rules of the Colorado State Personnel Board. Employment is contingent upon successful completion of a criminal background check.

**To Apply:**

Candidates must possess the minimum qualifications listed above and submit the following: Letter of Application and Resume or Vitae. Submit your completed application materials to: [clangan@college-assist.org](mailto:clangan@college-assist.org)

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