



St. Nicks Alliance

Where Opportunity Grows

Teacher / Elementary Curriculum Writer JOB DESCRIPTION

About St. Nicks Alliance

St. Nicks Alliance is a nonprofit, nonsectarian community-based organization founded in 1975 with the mission to transform lives through employment, education, housing and health care, delivering impactful services to children, adults and the elderly with the help of our strategic partners. Each year, St. Nicks Alliance's Youth and Education Division serves thousands of North Brooklyn children and youth, ages 2-24, through an early childhood center, 20 afterschool centers, 11 summer camps, 3 community schools, 4 community centers and extensive teen programs. Together, we provide a pipeline of services that promote socio-emotional development, creativity, academic success and post-secondary readiness.

About Youth and Education

Established in 1994, St Nicks Alliance's Youth and Education serves more than 6,000 North Brooklyn youth each year. Through a wide-range of programs, children and youth are empowered to successfully advance through the stages of education and into young adulthood with the core competencies to thrive. In partnership with schools, families and community, St. Nicks Alliance's holistic approach to transformation combines youth development, academic enrichment, health and wellness, arts learning and post-secondary readiness.

About the Opportunity

Elementary School Literacy is a vital component of our work, taught by our frontline staff (group leaders). St. Nicks Alliance seeks an experienced, creative, educator for the position of Elementary School Curriculum Writer, reporting to the Associate Director of Education. This important position ensures the delivery of high-quality literacy content and instruction aligned with organizational outcomes and best practices for positive youth development. The successful candidate will have the necessary interpersonal, pedagogical, and training skills to build strong relationships, write high-quality and engaging K-5 literacy curriculum, and support the instructional capacity of frontline staff. **This is a part-time position and will be partially remote.**

Essential Duties and Responsibilities

Curriculum Writing & Staff Capacity Building

- In collaboration with the Associate Director of Education, the K-5 Curriculum Writer will engage in a highly creative, iterative, and collaborative development process and produce lessons that are rigorous, engaging, culturally relatable and meaningful to elementary school students;
- Write lessons and supporting material aligned to the interdisciplinary thematic unit, and for implementation in a digital environment.
- Write learning objectives, unit overviews, activities, formative and summative assessments that align to Common Core;
- Design and deliver of a system of professional learning (trainings) for the front line staff (group leaders/literacy leaders)
- Observe literacy instruction across our afterschool and summer camp programs to prioritize next steps for curriculum planning to ensure that instruction is implemented at a consistently high level across programs (Availability during regular work week evening hours/occasional mornings for trainings)
- Provide clear and direct feedback to frontline staff based on analysis of instruction

Evaluation & Impact

- Implement tools to assess program quality and literacy learning
- Collect program evaluation materials, including student samples, photographs, videos

Must Have Core Competencies, Knowledge, Skills and Education

- Exceptional interpersonal and communication skills
- Excellent knowledge of project-based curriculum development and lesson planning ● Classroom experience teaching diverse learners at the K-5 level, and culturally competent with demonstrated commitment to equity and inclusion
- Bachelor's Degree in a relevant area of study (e.g. Education, Literacy, Creative Writing) ● Minimum of 3 years demonstrated curriculum writing, mentoring, teaching and/or training experience with students
- Experience with Common Core English Language Arts Standards for NY

Preferred Attributes

- Highly-motivated, organized and analytical
- Competence with Microsoft Office, Mac IOS and Adobe Creative Suite
- Minimum three years working with front line staff within a nonprofit organization ● Bilingual preferred

Hourly rate: \$50-55/hour

Please submit a resume and tailored cover letter to youthresumes@stnicksalliance.org