



GENERATION CITIZEN CIVIC LEARNING SUPPORT SPECIALIST

Location: California (Hybrid) Part-time

ABOUT THE ROLE:

Generation Citizen (GC) is pleased to announce that we are recruiting Civic Learning Support Specialists to help support GC teachers through professional development and instructional coaching in the high-quality delivery of GC's Action Civics curriculum in our partner classrooms in the Bay area. This is an excellent opportunity for a professional with a background in teaching and/or education to gain exposure to a great diversity of classroom settings and school environments, understand the education nonprofit sector, and apply their knowledge, skills, and passions to refine and improve an innovative educational program.

This is a hybrid part-time temporary position expected to work up to 15 hours per week during the school year.

RESPONSIBILITIES:

- **Instructional Coaching and Quality Assurance for GC Teachers:** Provide one-on-one coaching support to a caseload of Generation Citizen teachers delivering Action Civics in their classrooms. Conduct classroom visits and in-person or virtual coaching sessions to support teachers in curriculum delivery and development of student-centered, project-based pedagogy.
- **Professional Development Delivery:** Support in the delivery of full-day and/or half-day professional development trainings to GC Teachers
- **Ongoing Advocacy Support:** Identify key resources, organizations, and local leaders in a school district's community to connect teachers and students to specific individuals and resources that will place a class on the path to achieving their goal.
- **Program Evaluation Operations:** Support distribution and collection of student and teacher surveys and consent forms in alignment with monitoring and evaluation goals.
- **Civics Day Support:** Help organize Civics Day events in our partner communities to support the final presentations and celebration of student GC projects and community impact.

QUALIFICATIONS:

- Previous experience and/or Masters-level training in education, particularly with middle and high school aged youth.
- Exceptional attention to detail.
- Strong interpersonal skills and ability to quickly develop relationships with a wide variety of stakeholders.
- Ability to adhere to local COVID-19 policies at various sites.
- Ability to work independently in a fast-paced environment.
- *Preferred: Previous classroom teaching experience, specifically Social Studies, Civics, and History.*
- *Preferred: Knowledge of the communities in the Bay Area.*

HOW TO APPLY:

Complete [the application](#) and be sure to attach a resume and cover letter. The Talent team will reach out to qualified candidates to schedule a phone screen. We appreciate it if you could refrain from reaching out to GC team members directly to inquire about the position or status of your application.

While the hiring timeline is subject to change, the GC team hopes to have our new Support Specialist on staff by January 17, 2022. We encourage applicants to submit their applications early.

Hourly rate: \$35.00 - \$40.00 (Salaries vary based on geographic location.)