



NORTH CAROLINA  
**Education Corps**

**Job Posting: Corps Member – Lexington City Schools**

**Weekly Commitment:** 10 - 15 hours/ week

**School Hours:** 7:30 am - 2:25 pm

**Minimum Education:** Some college preferred

**Open Positions:** 3

**Rate of Pay:** \$15/hr

**Start Date:** September 2021

**End Date:** May 2022

**About North Carolina Education Corps**

North Carolina Education Corps (NCEC) is a response to the impact COVID-19 is having on schools, as students struggle to keep up with learning. We bring together community members to support students and accelerate learning, seeking to provide quality whole child and academic support to young students in the wake of the pandemic.

We do this by partnering with public schools to recruit, train, and deploy “corps members.” Corps members -- including community college and university students, recent graduates, and retirees -- are paid a living wage to work part-time as tutors. Corps members work directly for a NC school district. Corps members build relationships and connect with young students. They help teachers reach students who need additional academic support. They accelerate COVID learning recovery with students, families, and school personnel.

During the 2021-2022 school year, NC Education Corps members will serve as high-impact literacy tutors grounded in the science of reading and reading instruction. As early literacy tutors, corps members will assist K-3 students with building foundational literacy skills.

Our call to action is simple: Imagine if every K-3 student had access to a literacy tutor. Step up to serve as a corps member. Join a statewide effort to support students and accelerate learning.

**Job Summary**

K-3 students must learn to read well and with confidence in order to read to learn, and COVID-19 has made this harder. As a result, corps members will work as tutors who emphasize social-



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emotional learning and literacy tutoring grounded in the science of reading and reading instruction.

NCEC corps members are hired by a participating public school unit (school district or charter school) and will serve from September - mid May. There are two positions offered, 10-15 hours/week and 20-29 hours/week. Public school partners and open positions will be confirmed prior to the application opening on June 15. Corps members will work directly with school-based reading coaches/specialists to administer tutoring sessions with K-3 students on a 1:1 or small group basis. Tutoring sessions focus on early literacy skills, reinforcing lessons introduced by teachers.

Corps members will work consistently with the same students over the course of a school year. Corps members will build strong relationships with students, modeling and nurturing effective social and emotional skills and supporting academic growth.

NCEC will provide ongoing, cohort based professional learning throughout the year as we confront the needs of early literacy in NC. Each corps member is assigned a Learning Coach who will lead them through pre-service and in-service learning during their one-year commitment. Learning sessions will build knowledge around high-impact tutoring, the science of reading and the delivery of reading instruction. NCEC leads the corps members in tutoring development while the partner school is the employer.

### **Responsibilities**

- Remain an employee in good standing with partner school.
- Commit to tutoring students for an entire school year during school day hours.
- Build positive relationships with students, families and colleagues.
- Have a flexible attitude and disposition.
- Accept, implement and grow from feedback.
- Internalize and follow high-impact tutoring model to meet the needs of students.
- Participate in professional learning to gain insights on important aspects of the role.

### **Early Literacy Instruction and Assessment**

- Conduct one-on-one or group tutoring sessions with students.
- Assist children to improve their reading skills and abilities to reach leveled expectations.
- Maintain a weekly tutoring schedule for students.
- Act on feedback and coaching from school staff and corps member learning team.
- Use materials and activities provided by the partner schools and NC Ed Corps to reinforce literacy concepts introduced by the student's teachers.



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- Closely monitor students' progress, capturing and reporting data as assigned by the partner schools.

**Communication**

- Communicate with students in an age and developmentally appropriate way.
- Professionally communicate with the school leadership regarding student schedules, interventions and student progress.
- Act on constructive feedback provided by the corps member learning team.
- Build professional relationships with school staff and NCEC staff to maintain good communication and ensure the integrity of the program.
- Read and respond to email communications from NCEC staff, coaches, and school personnel within 24 hours.
- Ensure confidentiality of student information.

**Attendance**

- Meet job attendance requirements of assigned public school employers.
- Serve for a full cohort commitment, September through mid-May.
- Attend all required NCEC training sessions, meetings and coaching sessions.

**Qualifications**

*Characteristics of an Ideal Candidate*

Required

- Commitment to the mission and vision of North Carolina Education Corps
- Commit to 9 months of service, September through May
- Must be 18 years of age or older by your start date
- Minimum high school diploma, some college preferred
- Must be either a citizen, national, or lawful permanent resident alien of the United States
- Must pass mandatory background checks administered by public school unit employer
- Must pass mandatory drug screening administered by public school unit employer
- Speak, read, and write English fluently, Spanish fluency preferred
- Interest in education, specifically helping young children develop early literacy skills
- Demonstrates genuine care for children and investment in their growth and development
- Flexible and keen ability to adapt. Displays teachable attitude
- Personal commitment to success of students and the mission of NCEC
- Dedication to community service



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- Basic computer skills, including the ability to navigate online systems and email (e.g. Google Classroom and Zoom)
- Attention to detail
- Organized, responsible, motivated and professional
- Ability to accept and incorporate constructive feedback from NC Ed Corps and school staff.
- Excellent time management and decision-making skills
- Ability to work with diverse personalities; seeks to learn and understand while developing cultural awareness
- Ability to adapt to a sometimes challenging, evolving environment
- Strong personal standards of excellence, ethics, and integrity

### **Additional Information**

NCEC is working with public school units (e.g., public school districts and charter schools) to establish 2021-22 partnerships by June 4. Corps member applications will open on June 15 for partner schools. School partners will determine number of positions open, time commitment and hourly pay, as well as school placements. Corps members will be employed by partner schools.

### **Pay and Benefits**

- Minimum living wage of \$13.15/hour (pay set by hiring school district)
- Individualized leadership coaching
- Early literacy training and professional development with cohort
- Access to NCEC Alumni Network

### **How to Apply**

The online application is available at [nceducationcorps.org/application](https://nceducationcorps.org/application). Applications include recording and uploading a 5 minute video interview answering prompted questions. Applications cannot be saved in process therefore must be completed in one session. After an applicant is confirmed by the NCEC review team, he or she will advance to the partner school HR department. Applicants will complete the school's HR application and screening steps including reference checks, background check, and drug screening.