SUMMER INSTITUTE INSTRUCTOR JOB DESCRIPTION

• Will develop curriculum for six week period for students in grades 7 through 12 in one of the following subjects: algebra, biology, chemistry, physics, communication/study skills, and health/medical careers.
• Will prepare syllabus and all lesson plans prior to start of program.
• All instructors are required to teach three sections of their discipline a day, labs, and also be present during study hall hours to assist students with their homework and any questions. Each section is divided as follows; 7th and 8th; 9th and 10th; and 11th and 12th. Each section will have 15-20 students.
• Science instructors must be able to teach a lab in their field and comply with all UND standards of teaching in a lab and meet safety training and requirements.
• Will be responsible for development and administration of pre-test and post tests to be administered to each student and assign a letter grade to each test.
• Will attend weekly staff meetings.
• Will provide letter grade at the end of the six week period and do a written evaluation on each student.
• Must accompany students on educational field trips as assigned.
• Must develop questions and take part in Knowledge Bowls and Presentations.
• Will be positive role model for students.
• Dates of employment will be June 5th - July 23rd, 2017.
• Mandatory Staff Orientation is June 5th - June 9th, 2017.
• Will do final awards for students in several categories at final INMED Banquet.

QUALIFICATIONS:

Must have positive, caring attitude and enjoy working with young people. Must have teacher certification, license, or degree in subject area. Minimum of one year teaching experience desired. Preference given to individuals who have worked with American Indian students.

PAY:
Instructors will be paid a salary of $2200.00 - $3200.00 based on experience.

HOW TO APPLY:
Submit cover letter, resume, official transcripts and three letters of recommendation to:

INMED Program
UNDSMHS Suite E263
1301 North Columbia Road Stop 9037
Grand Forks, ND  58202-9037
ATTN:  Ardith Marsette

For questions, please call INMED at (701) 777-3037

Deadline is April 14, 2017