

MATH INSTRUCTOR JOB DESCRIPTION

About Us

The LAYC Career Academy (Career Academy) is a public charter school in Washington, DC that provides older youth and young adults, ages 16-30 years, with GED courses, college preparatory curriculum, and career preparation in the healthcare and information technology fields.

We are dedicated to excellence:

- Our school was one of only 14 LEAs (out of 131) to earn a Level 1 rating on the DC Charter School Board's ASPIRE framework for two consecutive years; notably, we have maintained this rating for four consecutive years.
- 95% of our graduates were either employed or enrolled in post-secondary education within six months of graduation
- Within 12 months of completion, our alumni saw an average wage increase of \$13.63 per hour.

What we care about:

- Fostering a deeply relational ecosystem. We believe that education is most effective when rooted in trust; our staff and students describe our environment as a 'second home' where we celebrate collective wins and provide a safety net for one another during challenges.
- Our commitment to our students goes beyond the classroom. From our on-site food pantry to our comprehensive case management, we function as a village, ensuring both our students and our staff have the resources and emotional support they need to thrive.
- Restorative practices are integral to our school for both students and staff. We focus on building community, strengthening relationships and repairing harm instead of punishments.
- Growth and achievement: We support every student in achieving goals that will help them obtain living wage careers with potential for further growth after graduation.

Duties and Responsibilities

1. Instruction

- Deliver engaging math lessons (ranging from foundational skills to college prep courses) tailored to adult learners with diverse educational backgrounds.

- Differentiate learning to meet the unique needs of every student, including tailored support for English Language Learners (ELL) and students with IEPs or 504 plans.

2. Curriculum Development

- Design and deliver engaging syllabi and lessons across a spectrum of mathematical needs, from foundational GED prep to advanced college math.
- Plan and teach specialized courses for the career pathways:
 - GED Math in Spanish
 - Teach the four major areas of the GED Math Reasoning test: basic math, geometry, algebra, graphs and functions.
 - Coach the student into gaining the necessary test preparation and skills to take the official GED test.
 - Medical Assistant (MA) Math
 - Math course focused on pharmacological accuracy. This includes creating materials for dosage calculations, the metric system, apothecary measurements, and IV drip rates.
 - Guide students through practical clinical scenarios involving ratios and proportions, Ensure mastery of calculations necessary for the Certified Clinical Medical Assistant certification and safe patient care.
 - Information Technology (IT) Math
 - Math course that bridges mathematical logic with computer science. Key areas include hexadecimal number systems, Boolean algebra (logic gates), and basic algorithmic thinking.
 - Demonstrate the real-world application of math in troubleshooting hardware, networking IP addresses, and understanding storage capacities, aligning with CompTIA A+ IT certification standards.
 - College Preparatory Math
 - Align instructional materials with College and Career Readiness Standards (CCRS) for Adult Education. Focus on Algebra I and II, Geometry, and introductory statistics to endure college-level placement.
- Create and teach foundational math courses by creating a heavily scaffolded curriculum for students returning to education. Focus on numeracy, and operations with fractions/decimals.
- Adapt and refine math curricula to meet the specific needs of students, ensuring alignment with GED standards, College and Career Common Core Standards for Adult Education and career-specific requirements.

- Equip students with the "hidden curriculum" of success: study skills, rhetorical analysis, and standardized test-taking strategies.

3. Progress Tracking

- Regularly assess student performance, maintain accurate records, and use data to drive instructional improvements.
- Analyze performance data to create personalized learning plans that move the needle on student achievement.
- Leverage educational technology to enhance instruction and track progress.

4. Student Support

- Foster a supportive learning environment, providing one-on-one assistance and mentoring to help students overcome academic hurdles.
- Commit to continuous growth through active participation in professional development and school-wide initiatives.

Qualities of an Ideal Instructor

- Sensitivity to the diverse backgrounds and socio-economic challenges of adult learners
- Flexibility and adaptability
- Outstanding organization and time management skills
- Highly effective communication skills
- Commitment to restorative justice practices

A Bachelor's degree is required for this position. We offer benefits and competitive compensation based on our [transparent salary scale](#). **This job is full time and in-person.**