



## Job Posting: Summer Academy Director

### Overview

Hire, train and supervise summer teachers and administrative staff, and oversee two three-week sessions of math preview and identity development for middle and high school students in the summer of 2023. Each session will include 6 teachers (one per each grade from 8 through 12 plus one floating teacher) for 75-100 students.

**LOCATION:** Boston University Campus or UMASS Lowell Campus

**CONTENT:** Lead and manage summer math program for middle and high school students

**HOURS:** 5 days of recruitment and training in spring and 30 days of program (9am - 2pm) in summer

**DATES:** Recruiting students and hiring staff in winter/spring; 2 day training in June; Program: July 10 - 28 and July 31 - August 18

### About TCP

The mission of [The Calculus Project](#) is to use research-supported strategies to increase the representation and success of Black, Latino and low-income students in advanced mathematics. There are seven distinct components that support students year-round, and one of these is pre-teaching in the summer.

### About the Summer Academy

The Summer Academy is designed to accomplish two goals: 1) pre-teach content that students will see in their first semester in the fall and 2) build their identity as successful mathematicians. In addition to learning mathematics students will experience 1-2 weekly activities designed to foster their identity as mathematicians and see possibilities in STEM fields. We work closely with our University partners, Boston University and UMASS Lowell, to engage their resources (professors and students and research, etc.) for the benefit of our students.

### Responsibilities

- Conduct orientation sessions with potential students and families in the winter/spring.
- In conjunction with TCP staff, participate in the teacher hiring process.
- In conjunction with TCP staff, lead 1-2 days of pre-summer teacher training in the last week of June.
- In conjunction with support staff, manage student enrollment logistics and attendance.
- In conjunction with support staff, plan and oversee field trips and other non-classroom experiences.
- Maintain and build the university relationship
- Lead and manage teachers such that they:
  - Attend and engage in pre-summer workshops on planning and developing curricula and lessons
  - Plan and implement math curriculum with middle or high school students
  - Maintain regular communication with program supervisor and parents regarding student progress
  - Develop formative and summative measurement tools to better evaluate student progression

## Qualifications

- Bachelor's Degree
- Management or program leadership experience preferred
- Teaching experience and experience working with adolescents preferred
- Experience working effectively with students and staff of various cultures and linguistic backgrounds
- Creativity and ability to foster curiosity and excitement about learning mathematics

*TCP is committed to a diverse workplace and to ensuring that all of its programs and facilities are accessible to all members of the public. We do not discriminate on the basis of age, color, disability, national origin, race, religion, sex, sexual orientation, or any other category protected by law ("protected class status"). To learn more about TCP visit us at [www.thecalculusproject.org](http://www.thecalculusproject.org).*

### **INTERESTED CANDIDATES SHOULD SUBMIT COVER LETTER and RESUME, OR QUESTIONS TO:**

Spencer Blasdale, Chief Program Officer

The Calculus Project

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