

EOC, Inc. provides FREE services to encourage individuals who are interested in continuing their education. We focus on assisting low-income, potential first-generation college students.

We are seeking a part-time GED Instructor to provide instruction in all areas of GED preparation with the County Correctional Facility.

Job Duties (include, but are not limited to):

- Provide instruction for basic literacy and math through high school equivalency/college readiness skills in reading, writing, math computation, applied math, science, and social studies in preparation for taking the GED exam.
- Ensure compliance with all aspects of adult education as required.
- Instruction and educational support services will be provided to incarcerated adults at the County Correctional Facility who lack a high school credential or secondary level credential or who are not proficient in English to prepare for GED exams.
- Teach and/or tutor all aspects of GED classes, including writing, math, reading, social studies, science, technology, and workforce skills to meet or exceed targets for the agency.
- Prepare students to achieve educational attainment, secure employment, transition to post-secondary, college readiness, citizenship skills, and other goals set forth by the program.
- Utilize a variety of effective teaching strategies to engage and motivate adult learners, addressing diverse learning modalities, abilities, needs and interests through differentiated instruction to ensure every student makes adequate progress related to their learning goals.
- Encourage accountability by tracking attendance, behavior, and progress toward outcomes.
- Administer assessments to students as necessary.
- Understand and abide by the safety and security procedures, rules, and guidelines defined by correctional facility.

Requirements:

- Bachelor's degree or higher in education, or related field.
- Successful completion of all required background checks and clearances.
- Teaching experience, especially 9-12.
- Experience coaching and instructing Adult Education/Adult Learners.
- Experience teaching high school equivalency skills to adult learners preferably GED® preparation.
- This position requires a Valid Driver's License and the use of personal vehicle with appropriate car insurance.

Competitive pay and benefits package.