



UPWARD BOUND SITE COORDINATOR - CONNALLY ISD & LA VEGA ISD

Education Service Center Region 12
Waco , Texas

Job Details

Job ID: 2852730

Application Deadline: Posted until Filled

Posted : September 26, 2017

Starting Date: Immediately

Job Description

This position will support an Upward Bound five-year grant within Region 12 at Connally ISD and La Vega ISD.

Upward Bound is a grant funded by the United States Department of Education. Upward Bound provides fundamental support to 9th thru 12th grade students in their preparation for college entrance. The program provides opportunities for participants to succeed in their pre-college performance and ultimately in their higher education pursuits. Upward Bound serves students from low-income families and from families in which neither parent holds a college degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of post-secondary education.

JOB RESPONSIBILITIES INCLUDE:

- Coordinate all activities of the Upward Bound Program with grantee partners
- Promote Upward Bound goals and objectives to students, parents, and teachers and other stakeholders.
- Initiate methods for improving the implementation of the Upward Bound goals and objectives at the campus level.
- Develop and support Upward Bound parent initiatives at the campus level.
- Meet with teachers and students regularly to monitor implementation of Upward Bound academic initiatives.
- Monitor and report progress of Upward Bound objectives to district and regional personnel.
- Recruit, train, and coordinate tutor activities.
- Perform budgetary, record keeping, and data management requirements of the Upward Bound federal grant.
- Maintain accurate and complete auditable documentation.
- Perform other related Upward Bound duties as assigned by principal or project director.

Position Type: Full-time

Positions Available: 1

Salary: \$ 4,167 to \$ 4,583 Per Month

- Job Categories : Classroom Teacher > Business Education
Classroom Teacher > Economics
Classroom Teacher > English & Language Arts

Classroom Teacher > Math: General
Classroom Teacher > Science: General
Classroom Teacher > Social Studies: General
Classroom Teacher > Technology/Industrial Arts
Student Services > School/Guidance Counselor

Equal Opportunity Employer

The Education Service Center Region 12 does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, or genetic information in its programs, activities, or hiring practices. Auxiliary aids and services are available upon request to individuals with disabilities. Inquiries regarding the Title IX policies should be directed to the Office of Human Resources at ESC Region 12, 2101 W. Loop 340, Waco, TX 76712 or (254) 297-1212.

Job Requirements

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- Texas Teaching Certificate
- Masters in Education or Counseling preferred
- Three or more years of successful classroom teacher experience or equivalent
- Flexible starting date

ADDITIONAL INFORMATION

- ESC Region 12 provides monetary contribution up to \$530 per month to use for employee/family healthcare and supplemental benefits.
 - Employee earns state personal, sick and vacation leave.
 - All employees contribute to both: Teachers Retirement System (TRS) and Social Security retirement.
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- Citizenship, residency OR WORK VISA IN United States required

Application Instructions

1. Important Notes:
 - Only **COMPLETED** SchoolSpring applications will be considered.
 - **PLEASE DO NOT** send us additional information unless requested.
 - **TRANSCRIPTS ARE NOT REQUIRED UNTIL TIME OF HIRE**
2. When completing your online application, for both educational and non-educational experience, please be sure to indicate:
 - For each work experience entry, you must provide a "reason for leaving" when applicable.
 - List three **RECENT** references, from Superintendents, Principals, or Supervisors **FOR WHOM YOU HAVE WORKED**, who have **FIRST HAND** knowledge of your work experience. For each reference, please include his/her full name, position, complete address and phone number. **No letters of recommendation are required at the time of application.**
3. If selected for interview for this position, you will be required to provide us with the following:
 - Full Name (last, first and middle)
 - Other names (including maiden names)
 - Birth Date
 - Gender
 - Ethnicity
 - Social Security Number

I understand that the information I am providing about age, gender, and ethnicity will not be used to determine eligibility, but will be used solely for the purpose of obtaining criminal history record information.

Application Questions

- 1. Have you ever been employed with ESC Region 12 before?
- 2. Are you related to any current or former ESC Region 12 employee(s)?
- 3. Are you related to any member of the ESC Region 12 Board of Directors?
- 4. Please list any software programs that you currently use.
- 5. Please list any specific skills or experience not previously covered that might be pertinent to this position.

Contact Information

Shirley Cuff
2101 West Loop 340
Waco, Texas 76712-6855

Phone: 254-297-1209

The content you submit, offer, contribute, attach, post, OR display (each a "Submission") will viewed BY other users OF the Service who may OR may NOT be accurately representing who they ARE OR who they represent. Do NOT include ANY Sensitive Data IN your Submissions. ANY Submission OR ANY use OR reliance ON ANY content OR materials posted via the Service OR obtained BY you through the use OF the Service IS AT your own risk. "Sensitive Data" FOR purposes OF this SECTION means Social Security OR other government-issued identification numbers, medical OR health information, account security information, individual financial account information, credit/debit/gift OR other payment card information, account passwords, individual credit AND income information OR ANY other sensitive personal data AS defined under applicable laws.

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