POSITION TITLE	College 101 Professor
PROGRAM	College Scholars Program
LOCATION	The College of New Jersey (TCNJ)
EMPLOYMENT STATUS	Temporary/Contract
PROGRAM DATES	Saturdays - February 2027 – June 2027
COMPENSATION	$175 per Saturday

ABOUT SEEDS

SEEDS – Access Changes Everything (founded in 1992 as NJ SEEDS) is a privately funded, nonprofit organization. We change the lives of motivated, high-achieving students from households with limited means by transforming their educational opportunities.

SEEDS' programs include advanced academic classes, cultural enrichment opportunities, and leadership training to prepare students for placement at exceptional educational institutions where they can realize their full potential. We encourage our alumni to be leaders who give back to the community. With more than 200 students per year and more than 3,400 graduates, every member of SEEDS' 25-person main office staff and 75-person site staff understands how their work contributes to students' success every day.

The College Scholars Program is a 17-month education experience designed to prepare and place top-performing students from low-income households into selective colleges with excellent preparation and sufficient financial aid. College Scholars participate in academic classes each Saturday during the spring of students' eleventh-grade year, and throughout their twelfth-grade year. In addition, students take part in a three-week residential experience during the summer before their senior year in high school. Throughout the 17-month program, College Scholars receive intensive academic, college application, and social support so that they can be accepted to and succeed in highly competitive colleges and universities.

POSITIONS

We are currently seeking instructors for the College 101 course designed by SEEDS. In this course, professors focus on writing, college admissions, and life skills. A curriculum that with required readings, assessments, and assignments will be provided, but the teacher will have considerable liberty to teach in her/his own way. Must have college counseling or admissions

knowledge/background. Teaching experience with high school and/or college-aged students a plus; teaching certification is not required.

PRIMARY RESPONSIBILITIES

- Teach subject area according to curriculum guidelines specified by SEEDS
- Teach a minimum of about 15 students Saturdays throughout Spring
- Review, correct, and comment on written assignments, exams, and projects
- Develop strong relationships with students
- Attend and participate in faculty meetings with Programs
- Maintain ongoing curriculum evaluation and development to meet needs of students
- Review, correct and comment upon written assignments, exams and projects
- Attend faculty meetings as scheduled by Programs
- <u>For remote instruction, faculty must:</u>
    - Have comfort in learning and using digital tools (i.e. required platforms - Zoom and Google Classroom)
    - Excel in a remote learning environment
    - Be able to connect and build rapport with students virtually
    - Have the ability to work independently and collaboratively
    - Have reliable and secure technology/equipment
- Additional duties as needed

QUALIFICATIONS

Education & Experience

- Expert level mastery in the college application and placement fields
- Awareness of current trends and topics in college admissions
- Genuine enthusiasm assisting students in college access
- Expert level written and oral skills
- Teaching experience in a rigorous academic environment, including work with highly capable students
- Demonstrated talent in the instruction of students with varied learning styles and levels of mastery

COMPENSATION

STIPEND: $175 per Saturday; paid monthly (subject to all applicable tax-withholding and other required deductions)

Those interested in applying for a teaching position should send a cover letter and resume to jobs@seedsaccess.org. Please include “College 101 Professor, College Scholars Program” in the subject line.

NO PHONE INQUIRIES