Title: American Sign Language Instructor (Part-Time)
Location: South Bronx Early College Academy, 801 East 156th Street, Bronx, New York 10455
Reports to: Extended Day Program Director

About Us:
The Women’s Housing and Economic Development Corporation (WHEDco) is a community development organization founded on the radically simple idea that all people deserve healthy, vibrant communities. We build award-winning, sustainable, affordable homes – but our work is not over when our buildings are complete. WHEDco believes that to be successful, affordable housing must be anchored in strong communities that residents can be proud of. WHEDco’s mission is to give the South Bronx access to all the resources that create thriving neighborhoods – from high-quality early education and after-school programs, to fresh, healthy food, cultural programming, and economic opportunity. See www.whedco.org for more information.

Job Summary:
We are looking for an American Sign Language (ASL) Instructor to join our team at the extended day program at the South Bronx Early College Academy. Under the direct supervision of the Extended Day Program Director and the Program Assistant, the ASL Instructor will co-supervise a group of middle school students as they participate in academic and enrichment after-school program activities.

Responsibilities:
- Under the supervision of the Extended Day Program Director and Assistant Director, and working in conjunction with other staff, the ASL Instructor will facilitate and lead American Sign Language instruction for and assigned group of 20+ middle school students during extended day program hours (Monday through Thursday, 4:30 PM to 5:45 PM).
- Plan weekly ASL lessons for students in 6th through 8th grades, with each week building upon skills they learned in the previous week.
- Model appropriate behavior to participants, and use positive behavior-management techniques.
- Approach instruction of students from a strengths-based perspective.
- Lead and encourage projects and activities that foster academic, emotional, cultural and artistic growth.
- Encourage students to positively participate in all programming and activities.
- Assist in the planning and implementation of special events and showcases.
- Attend all required staff and planning meetings.
- Actively seek out and take on special assignments consistent with the goals and objectives of the extended-day program.
Qualifications:

- Minimum of two years’ professional experience working with children in a classroom, after-school, or community-based environment leading or organizing group activities. Substantial volunteer work will be considered.
- Demonstrated interest and ability in American Sign Language.
- Desire to work in a flexible start-up environment.
- Able to work Monday through Thursday from 4:30 PM to 5:45 PM.
- Well organized, able to work both independently and collaboratively.
- Bilingual in English and Spanish is a plus.
- Current, active college enrollment or college degree preferred.
- Previous work experience in low-income communities.

Competitive hourly rate based on experience. This is a part-time, hourly position.

All new hires must provide proof of having received at least one dose of a U.S. Food and Drug Administration (“FDA”) authorized COVID-19 vaccine by their first day of employment, and proof of full vaccination within 30 calendar days.

To apply, please send a cover letter and resume to tjones@whedco.org. Please include “ASL Instructor” and your name in subject line.

WHEDco affords all qualified applicants equal employment opportunities without discrimination because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, or any other category protected by law. WHEDco follows the requirements of the New York Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.