



Position Title: Associate Teacher, Summer Program

Position Type: Temporary, Non-Exempt

Location: San Francisco, CA

About SMART

SMART (Schools, Mentoring and Resource Team, Inc.) champions education equity by supporting students in overcoming systemic barriers on their journey to a college degree. We envision a community with equitable pathways to college graduation for every student in San Francisco. SMART provides a unique twelve-year continuum of support that starts in 4th grade and extends through college, including school support, after-school enrichment, summer programming, college prep, and college persistence support. As a result, SMART Scholars are more than four times more likely to graduate college when compared to their peers. Furthermore, while only 21% of low-income students who enter college will graduate within six years, SMART Scholars are currently persisting at a rate of more than 80%.

SMART's Values:

- **Community:** We build a community that celebrates diversity, thrives on teamwork, and appreciates everyone's contributions. Through community, we are stronger.
- **Equity:** We are committed to systems and processes that are just, fair, and inclusive, enabling all people the opportunity to belong, participate, and reach their full potential.
- **Empowerment:** We believe the path to empowerment and self-advocacy is through the encouragement, support, and guidance of those around us.
- **Learning:** We believe education and life-long learning enhance our understanding of our world, our place within it, and provide the tools to change it. Through embracing challenges and learning opportunities, we make progress.
- **Joy:** We center joy in our community and practice. We view joy as an act of liberation, which unleashes creativity, strengthens relationships, and propels the work that we do.

About SMART's Summer Academic Enrichment Program

The 2025 SMART Summer Program will be in person in San Francisco, and Associate Teachers will work on site Monday–Friday. SMART's Summer Academic Enrichment Program serves rising 5th grade students to prevent and reduce instances of summer learning loss, while providing enriching activities to develop and strengthen the positive bonds of youth to their peers and communities.

Position Responsibilities

The primary responsibilities of the Summer Associate Teacher will include:

- Support in assigned 5th grade classrooms daily, providing 1:1 or small group instruction, or other student support as needed.
- Sub for academic or advisory teachers in event of teacher absence
- Support during snack, recess, and other transitions as needed
- Chaperone field trips
- Support with program logistics as needed
- Build positive and trusting relationships with students, families, and community members. Conduct family outreach (phone calls, etc) as needed.
- Implement classroom management techniques to create a nurturing, safe, and structured learning environment
- Maintain high expectations for students' academic achievement and conduct
- Communicate and collaborate professionally with teammates
- Utilize technology and relevant platforms to support classroom instruction and collaborate with teammates

Position Requirements

- Bachelor's degree required
- Strong passion for educational equity for students from underserved communities
- Experience teaching students from low-income families, students who will be first generation in their families to attend college, and students of color
- Experience teaching in K-12 school setting (upper elementary or middle school setting preferred)
- Ability to instruct English language learners (candidates with CLAD/BCLAD credential encouraged)
- Spanish language skills desired, but not required

More Information

- **Summer Program dates:** Wednesday, June 11 – Friday, July 25.
 - Staff will be present and on-site for onboarding and training on Wednesday June, 11, Thursday June, 12, and Friday June 13
 - The first day of summer program instruction for students is Monday, June 16. Programming will run for students from June 16 – July 25.
 - There will be no program on: Thursday, June 19 and Friday, July 4.
- **Expected Work Schedule:** Five days per week (Monday - Friday), seven hours per day.
- **Summer Program location:** We will be located at our San Francisco office at 2111 Mission Street.
- **Compensation:** \$31 per hour

How to Apply

- Please submit a thoughtful cover letter and resume to Alicia Orozco, the Operations, People and Culture Manager at careers@thesmartprogram.org.
- Please write your name and the title for this position (“Your Name – Associate Teacher, Summer Program”) in the subject line of your email.
- Due to the volume of applications we receive, please no phone calls.
- Deadline to apply: Applications accepted until position is filled.

SMART is an equal opportunity employer and encourages applicants from all racial, ethnic, and religious backgrounds, national origins, sexual orientations and genders. Learn more about SMART's commitment to equity, inclusion, and diversity at www.thesmartprogram.org/equity