



Contact: ashley@thequadmanhattan.com

The Quad Manhattan Assistant Psychosocial Teacher (Generalist)

Position Description

Assistant Psychosocial Teachers at The Quad Manhattan Summer Program Quad Prep Division exhibit a high level of skills in the classroom setting, employing best practices in twice-exceptional education and psychology. They assist with the development and implementation of talent-based activities during “core” time with the head teacher. Assistant Psychosocial Teachers will also engage in class activities and support the specific talent teachers in the areas of athletics, cooking, theater, fine arts, animation, technology, music, and more.

Responsibilities

- Assist with the monitoring and tracking of the use of strategies and skills for student success throughout the day (support interns with this task and have possible caseload of your own if needed in the event of a group of 9-10 students)
- Assist with the implementation of talent-based curriculum
- Attend regular supervision with program Psychologist, Clinical Team, and/or Managing Director for curriculum development and psychosocial interventions
- Assist with the setup and break down classroom at the end of each session
- Assist with the maintenance of records such as that of supplies, including requests and purchases made
- Maintain relationships with parents by *co-writing* a monthly newsletter in collaboration with the core and talent teachers to outline class happenings and social/emotional progress
- Write individualized updates regularly, including a mid-summer conference and written end of summer report (only for psychosocial assistant teachers who carry a caseload, otherwise, support these tasks for interns)
- Review and become familiar with all student paperwork and releases prior to the start of the program
- Supervise, follow, and aid students through written schedules and implement breaks accordingly

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- Complete required training prior to start date

Qualifications

- 1 year or more teaching experience in a classroom setting of no less than a group of 10 children (**preferred**)
- 1 year or more work experience at The Quad Prep School or Quad Manhattan program as a psychosocial teacher or intern (**preferred**)
- Bachelor's/Undergraduate Degree in a related field (psychology, mental health, education, etc.) **required**
- Teaching or mental health certification or proof of track toward certification (preferred, related fields also accepted such as social work, mental health counseling, clinical psychology, occupational therapy, and speech and language therapy candidates)
- Enthusiasm for learning and twice-exceptionality
- Preferred: experience with twice-exceptional learners, gifted learners, psychology, and/or special education background
- Positive, can-do attitude
- Strong problem solving and organizational skills
- Flexibility

Compensation

- June 27, 2022-August 12, 2022, 8-4 Daily (some days until 5 PM, Fridays early clock out with supervisor's approval at 3:30 PM)
- Pay periods run from the first to the 15th and the 16th to the end of each month with pay days on the first and 15th of each month.
- The position begins during the week prior to program start and ends on the final day of the program.
- Salary starts at \$900 per week for the six-eight weeks of the summer program

Teaching Supervisor

Ashley Riviere
Managing Director
The Quad Manhattan
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