

## **Overview**

Chinese Culture Connection (“CCC”) is a 501c (3) nonprofit organization that strives to promote intercultural harmony, strengthen diverse communities and build bridges between American and Chinese people through interactive educational programs and the arts in schools, libraries, museums and community centers throughout New England. CCC is a volunteer-driven organization with a small staff and a lofty mission.

## **About this Position and the Little Dragon After-School Program**

CCC works in cooperation with local K-8 schools to provide after-school enrichment programs. The population we serve includes Chinese or Chinese-descended students plus a diverse range of other students whose parents/guardians/caregivers want to expose them to Chinese culture and language. Our programs aim to complement their schooling through language instruction, cultural experiences, and supervised interaction. We also help children complete their homework while foster development of good work habits and social skills. We are seeking a creative, dynamic, and responsible individual to work with children in kindergarten through grade 5 during the school year and in our summer program. During the school year, the schedule is Monday through Friday from 2 to 5:30pm. On five Fridays, early release days will require a schedule of 11am to 5:30pm.

## **Responsibilities**

- Experience working as an after-school teacher, teaching assistant, or a similar role.
- Ability to foster a fun and safe classroom environment conducive to learning.
- Strong knowledge and awareness of child behavior and learning patterns.
- Ability to work with children and remain friendly, calm, and patient always.
- Ability to set rules and guidelines for children to follow.
- Solid organizational skills and ability to maintain a tidy and neat classroom.
- Assist children with assignments and homework, such as reading, writing, and math.
- Prepare learning materials and equipment, such as books, arts and crafts, stationery, and other supplies as needed.
- Provide group and individual guidance, emotional support, and motivation to complete tasks.
- Maintain an organized and clean classroom environment and ensure that students conduct themselves appropriately.
- Be aware of all school and regulatory rules, policies, and guidelines, and make sure they are followed in the classroom.

## **Requirements:**

- Associate or bachelor's degree in teaching, early childhood education, or a similar field.
- Strong knowledge of child behavior and learning patterns.
- Desire to help foster the mission of the CCC
- Excellent oral and written communication skills and strong interpersonal skills (English essential, bilingual in English/Mandarin a plus)
- Good analytical and problem-solving skills.

**Hourly rate \$18-25 per hour**, depending upon experience.

**To Apply:** Send a resume and cover letter to [info@chinesecultureconnection.org](mailto:info@chinesecultureconnection.org) with the subject line “Little Dragon afterschool teacher.” No phone calls please. Position open until filled.

*CCC is an Equal Opportunity Employer. People of Color, indigenous people, immigrants, LGBTQ and gender nonconforming individuals, and women are strongly encouraged to apply.*