English Teaching Assistant: Teaching Assistants work with teachers in all areas of the academic program. Completion of three years of college preferred, knowledge and proven ability in the subject area are required, experience working with high school students is preferred. Valid driver’s license (no moving violations for the past two years) preferred. This position is residential, Sunday evening through Friday afternoon. Preference will be given to candidates who have personal experience with, or understanding of, the challenges faced by low income students who will be the first in their families to attend college.

Sample Job Description

1. Actively participate in morning classes in an assigned subject area with a group of students (a learning group).
2. Act as a model student by:
   a. asking appropriate questions,
   b. keeping well-informed in each class.
3. Work with teachers as an assistant by:
   a. helping to individualize the curricula and providing individual and remedial instruction if necessary,
   b. helping to implement academic goals and objectives,
   c. encouraging students to grow intellectually,
   d. providing teacher with feedback on student progress,
   e. providing a supportive and encouraging atmosphere in the classroom,
   f. handling discipline issues as they arise,
   g. assisting teacher in the evaluation of each student.
4. Supervise evening study sessions. Teach effective study skills and tutor participants in completing assignments.
5. Serve as an advisor.
6. Drive students to and from career sites.
7. Supervise bedtime hours when called upon and sleep in the dorm except on weekends and nights off.
8. Participate in and help initiate non-academic Upward Bound activities.
9. Be available to students during their free time for companionship, support, and positive role modeling.

TO APPLY: Send letter of application, transcript, resume, and contact information for two references to: Lynn Ploof-Davis, Director, UMF, Upward Bound, 238 Main St., Suite 1, Farmington, ME 04938, 207-778-7297, lynnp@maine.edu

The summer program begins June 22 and continues through August 7. Hiring begins immediately, applications accepted until all positions are filled.

NON-DISCRIMINATION NOTICE: The University of Maine at Farmington does not discriminate on the grounds of race, color, religion, sex, sexual orientation, including transgender status and gender expression, national origin, citizenship status, age, disability, genetic information or veteran status in employment, education, and all other programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies: Kathleen Falco, Director of HR/Finance, 224 Main Street, Farmington, ME 04938, (207) 778-7280; (207) 778-7000 TDD.