



# Heads Up Summer Fellow Position Description

*Heads Up does not discriminate on the basis of race, color, religion, national origin, gender, age, disability, sexual orientation, or marital status.*

## GENERAL DESCRIPTION

Heads Up Fellows promote the principles of service, leadership, and learning. As an integral part of our youth program for K through 8<sup>th</sup> graders, our fellows will serve as full-time classroom instructors (in teams of 12 – 20) in one of Heads Up’s five neighborhood sites in Washington, D.C.

## SPECIFIC RESPONSIBILITIES

- Plan and implement innovative lessons to improve students’ reading and math skills as well as influence their independent studying habits
- Chaperone students on field trips and during service projects
- May serve on at least one Heads Up cross-site committee

## TIME COMMITMENT

- A summer of service starting June 7, 2010 and ending August 6, 2010. Nine weeks full-time in the summer. Commitment is not limited to the traditional workweek and includes occasional weekend and evening responsibilities.

## EXPERIENCE & QUALIFICATIONS

- Strong leadership skills and direct experience working with children
- Demonstrated commitment to public service
- All fellows must successfully pass FBI background check/clearance process before officially being hired
- Fellows must provide documents that establish identity and eligibility to work in the United States

## BENEFITS & TRAINING

- A service stipend of \$1,000
- Mentor and bond with underserved youth
- Gain invaluable leadership, teaching, and service experience
- Receive rigorous trainings led by experienced teachers. Training topics include:
  - Planning and Assessment: create backwards lesson plans, make appropriate modifications, design valid assessments
  - Classroom Management: types of misbehavior, positive and negative consequences, individual and whole-class misbehavior
  - Youth Development: understand youth development standards and be able to incorporate them into lessons effectively
  - Cultural Competencies: stresses the importance of working with diverse communities

## CONTACT(S)

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