

PART-TIME JOB OPPORTUNITY  
**SATURDAY SCHOOL CREDIT RECOVERY**  
**SBTL Job Posting**  
**2022- 2023 School Year**

Date Posted: 10/24/2022

Application Deadline: 11/14/2022

## **Saturday School Credit Recovery – SBTL**

Saturday School Credit Recovery is a program for current 10th - 12th grade students who need to SY 2022-23 is **in-person** at Edison High School and South Philadelphia High School. We will use the SIS/Infinite Campus for record keeping, attendance & grading.

### **Program Dates**

December - 3\*, 10\*, 17

January -- 7, 14, 21\*, 28\*

February -- 4, 11\*, 18, 25\*

March -- 4, 11\*, 18, 25\*

April -- 1, 15\*, 29\*

May -- 6, 13\*, 20\*

### **Program Time**

Administrator: 8:15am - 2:30pm

Staff: 8:15am - 2:30pm

Students: 9:00am - 2:15pm

There will be no classes held on the following Saturdays: December 24, 2022 and December 31, 2022

**Midterm: March 4, 2023 Final: May 13, 2023**

\*one-hour professional learning sessions with Saturday Credit Recovery teachers/counselors

Based on student enrollment, classes will be created in each content area. Teachers will be assigned as described in the [Criteria for Selection](#). Each Credit Recovery course will include 50 hours of instruction.

## **INTERESTED SBTL PLEASE APPLY**

### **DUTIES:**

Under the direction and supervision of the Saturday School Credit Recovery Administrator:

- Demonstrated ability to operate email, Word, Excel, SIS
- Demonstrated ability to use Zoom, Google Apps, SMART Board, and other instructional tools
- Serves as the curricular, instructional, and assessment expert in content areas and provides teachers with robust support designed to improve teacher practice and achieve consistently strong academic outcomes for all students

- Support implementation of high quality project based learning in Saturday program
- Collaborate with AP, EL point, special education and ESOL teachers, and grade teachers to ensure effective and high quality instruction is provided to all student
- Conduct classroom visits, diagnoses, and coaching - Uses release time to support teachers in improving their practice through frequent classroom visits, targeted feedback, and other coaching and co-planning support
- Supports a culture of high expectations and data-informed instruction by using relevant data to identify and prioritize opportunities to improve curriculum, instruction, assessment, and professional development
- Supports teachers with understanding high-impact instructional practices, aligned to the priority standards being implemented in Saturday school.
- Develops non-evaluative individualized coaching plans for teachers and supports them in setting and meeting student learning and teacher practice goals; responds to the diverse learning needs of teachers and identifies, promotes, and facilitates varied and differentiated professional development and support
- Provides constructive feedback on strategies to strengthen teacher practice and address student needs aligned to the comprehensive school plan
- Uses clear and organized communication systems to regularly communicate with leaders, teachers, students, and families

**CRITERIA:**

- Be an appointed teacher; preference will be given to teachers who are currently SBTLs or have experience as an SBTL.
- Demonstrate proficiency with outlined responsibilities.
- Be able to commit to work on the dates as listed above on Saturdays between the hours of 8:15am - 2:30pm, and facilitate/lead two (2) one-hour professional learning sessions with Saturday Credit Recovery per month - identified by the asterisks in Program Dates.
- Have an excellent attendance and punctuality record during the last three (3) years: defined as no more than eighteen (18) occasions of lateness or absence for personal illness in the last three (3) years. Consecutive absences constitute one occasion.
- Have no unsatisfactory documentation currently or pending on file.
- Be willing and able to attend Saturday School Orientation and Professional Development session afterschool on **November 17, 2022 - 3:30PM - 4:30PM**. Sign up via Cornerstone, Titled: Saturday Credit Recovery PD.

**COMPENSATION:** SBTL for the Saturday School Credit Recovery program will be compensated based on their hourly rate. Teachers will be allotted a prep.

**SELECTION:** Interviews may be required. Not all candidates may be interviewed. Preference in selection is given to teachers who have previously taught in a city-wide School District of Philadelphia Credit Recovery program. Should student enrollment not be reached, or be maintained at expected levels, staff reductions may be necessary. Possible reductions will be based on the agreement with the Philadelphia Federation of Teachers in accordance with program seniority then system seniority with deference to certification areas needed to staff course offerings.

**METHOD OF APPLICATION:**

- Resume (please indicate all areas of certification)
- A list of your qualifications based on the Criteria for Selection section in this flyer

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Teachers interested in being selected for Saturday School Credit Recovery for 2022-2023 School Year should submit the following to the Office of Academic Supports, Ms. Geneva Sloan via the application form by **November 14th**. Questions? Email at [saturdaycreditrecovery@philasd.org](mailto:saturdaycreditrecovery@philasd.org).

Application: [LINK](#)