



## Junior Counselor Teacher

**REPORTS TO:** UCC Center Director, Assistant Center Director, Literacy Specialist on-site and to UCC Director of Education

**EMPLOYMENT STATUS:** Part Time, non-exempt (Mon.-Fri.; 12-6 PM during the school year, 9 AM-6 PM Summer/Spring Break/ FWISD Waiver Days). Hours might vary some days depending on training, and staff meetings.

**PAY RATE:** \$13.50 an hour

Serving Fort Worth since 1909, United Community Centers' mission has remained the same: Guided by Christian Principles, we serve and empower those in need. Today, UCC is focused on building bright futures for our community with knowledge, empowerment, & family strength at our centers in the Polytechnic Heights, Diamond Hill-Jarvis, & Historic Southside neighborhoods of Fort Worth.

In addition to safe, affordable care in a nurturing environment, 58% of Pre-K – 7th grade students that receive UCC's individualized literacy instruction achieve on grade reading levels (compared to 45% state average). This is meaningful to long term success as students who don't master basic reading skills by 3rd grade are six times more likely to not finish high school. UCC's family workshops focus on financial literacy, workforce skills, job placement, and parent empowerment. UCC's pantry and center grocery distribution provide groceries to over 24,000 families annually to combat hunger in our own city.

**THE ROLE:** Are you interested in gaining experience as a professional educator while making a difference in the lives of our young learners? As a **Junior Counselor Teacher**, you will create a fun and nurturing education environment for students in grades 4 through 7 as part of UCC's Education Literacy Program. With guidance from Literacy Specialists, you will lead the classroom, delivering engaging weekly literacy activities that inspire and empower our junior counselors.

### KEY RESPONSIBILITIES:

- **Student Engagement:** Work closely with 4th-7th graders, fostering a love for learning and literacy.
- **Classroom Management & Supervision:** Maintain a clean, organized, and inviting learning environment. Utilize effective group management skills to keep all students engaged and active. Ensure the safety and well-being of students both in the classroom and throughout the building.

- **Creative Lesson Planning:** Prepare weekly lesson plan materials that combine recreation and education, including activities in art, theater, music, and physical movement.
- **Positive Guidance:** Use positive guidance techniques when interacting with children.
- **Parent Communication:** Assist with parent contact for attendance purposes when needed.
- **Team Collaboration:** Work collaboratively with all center staff and provide support to other classrooms as needed.
- **Sound Judgment:** Demonstrate sound judgment and strive to make the right decisions.
- **Flexibility:** Adapt to changes in the schedule and classroom dynamics as needed.
- **Confidentiality:** Handle sensitive information with the utmost discretion.
- **Compliance:** Adhere to State Licensing childcare minimum standards.
- **Punctuality:** Be reliable and timely for work.
- **Quality Commitment:** Aim to work at the highest level of quality in all tasks.
- **Additional Duties:** Take on additional responsibilities and duties as requested by the UCC Education Director and Assistant.

#### **QUALIFICATIONS:**

- Previous experience working with children (preferably, working in other enrichment programs)
- Experience creating age-appropriate enrichment lesson plans in various instructional areas such as art, theater, music, and P.E.
- Valid driver's license
- Clear background check
- Excellent interpersonal and problem-solving skills

**WORK ENVIRONMENT:** Agency Centers are located in inner-city neighborhoods; interaction with challenging children and families is possible. Duties will include work inside and outside, including swimming and field trips.

**JOB RELATED EQUIPMENT/MATERIALS/TOOLS USED:** Must be able to operate classroom TVs, computers (CPUs), laptops, iPads, printers, copy machines, printers, and other standard office equipment.

**INTERESTED:** Applications are currently being accepted and the position will remain open until filled. Candidates from diverse backgrounds are encouraged to apply. Please send letter of interest and resume or request an application from Center Director of Interest:

**Johnetta Webster**

Bethlehem Center Director  
951 Evans Avenue, 76104  
(817) 332-7911

[jwebster@unitedcommunitycenters.org](mailto:jwebster@unitedcommunitycenters.org)

**Sam Chavez**

Polytechnic Center Director  
3100 Avenue I, 76105  
(817)531-2803

[schavez@unitedcommunitycenters.org](mailto:schavez@unitedcommunitycenters.org)

**Irma Hernandez**

Wesley Center Director  
3600 N Crump, 76106  
(817)625-8205

[ihernandez@unitedcommunitycenters.org](mailto:ihernandez@unitedcommunitycenters.org)