



POSITION: Volunteer Classroom Teacher

LOCATION: Santa Barbara or Cortés, Honduras

TIME COMMITMENT: July 2018 – June 2019

ABOUT BECA: BECA is a 501©3 organization that recruits, trains, and supports native English-speaking volunteer teachers to staff a network of community-run bilingual schools in Honduras that serve low-income communities. BECA exists to promote cultural exchange and affordable bilingual education. This is made possible by our volunteer-driven bilingual school model coupled with our alternative contribution tuition model, which allows families from a variety of economic backgrounds to participate in our schools.

POSITION DESCRIPTION: BECA is looking for 28 elementary and middle school classroom teachers at our three unique bilingual schools for the 2018 – 2019 school year. The Classroom Teacher is a team member who plays an integral role in the bilingual education of our students. The highlight of this job is the genuine nature of the experience: leading a classroom of 25 students, supporting fellow teachers in the classroom, getting to know your students and their families, and immersing one's self in Honduran culture.

REQUIRED DUTIES:

- ❖ Facilitate relationships with students' parents and other community members
- ❖ Plan lessons and teach in English all subject areas with the exception of Social Studies and Spanish
- ❖ Foster a safe and productive classroom environment for students
- ❖ Periodically serve as a Lunch/Recess monitor
- ❖ Collaborate with the teaching team (Honduran and International) on school projects, events, planning, and curriculum development
- ❖ Contribute to the collaborative and respectful group living experience
- ❖ Serve as an ambassador for BECA by helping to spread the word about our work to your families and friends

ADMINISTRATIVE DUTIES:

- ❖ Maintain attendance records for all students in your homeroom
- ❖ File a copy of your weekly lesson plans
- ❖ Provide the Administration with a copy of your weekly class schedule

- ❖ Sign Attendance Book upon entering/leaving school each day (required by law)
- ❖ Ensure classroom is ready for students at the beginning of each school day
- ❖ Attend all teacher meetings
- ❖ Keep the Administration informed of any problems or concerns (disciplinary or otherwise) you are having with students
- ❖ Keep student files updated with the necessary information
- ❖ Keep the office informed of extended absences of students

EXAM ADMINISTRATION DUTIES:

- ❖ Grade exams
- ❖ Collect performance grades from other teachers and prepare Bimester report cards
- ❖ Fill out electronic and hard copy versions of grading spreadsheet

SKILLS & QUALIFICATIONS:

- ❖ A commitment to BECA's mission and a dedication to social justice
- ❖ Strong interpersonal and cross-cultural skills
- ❖ Capacity to manage multiple tasks simultaneously
- ❖ Willingness to operate in a low-resource environment under challenging living conditions
- ❖ Bachelor's degree (degree in Education or related field is preferred but not required)

HIRING DETAILS: BECA will provide shared living accommodation; a food stipend, high-speed internet, assistance with obtaining temporary residency status, 6-week Intensive Summer Teaching Training, ongoing teacher support, and professional development opportunities. Upon completion of service, BECA will provide career development assistance as well as access to our growing network of BECA alumni.

APPLY: If interested in applying, please complete our Volunteer Application here: <http://becaschools.org/get-involved/volunteer-application>.

If you are interested in referring a potential candidate, please email a resume and cover letter to volunteers@becaschools.org. Interviews are conducted on a rolling basis, so candidates are encouraged to apply early.

More information about our organization can be found at www.becaschools.org.