



Invitation to Apply for Sumter County Career Coach at University Charter School:

We are now accepting applicants for a Sumter County Career Coach at University Charter School.

Reports to: Strategic Partnership Officer

Application Deadline: Until position is filled

Start Date: August 1, 2022

Answering the Call

Feeling trapped in the box of the traditional educational model? Ready to rethink rural, K-12 education? Wouldn't it be cool if you could be a part of an innovative rural school that cultivates students' creativity and makes learning relevant through real-world experiences? A school in which the content standards are the floor and not the ceiling? A school in which relationships are valued more than compliance? Well, here's your chance!

We are searching for individuals who are comfortable working in an exciting environment, who are risk-takers and are driven to imagine and explore the limitless possibilities for our staff and students, and who are committed to providing an engaging, yet rigorous, project-based/place-based approach to teaching and learning. Successful candidates will be highly collaborative, yet independent thinkers, and will be comfortable "co-working" with their professional peers. UCS is a diverse, student-centered school that is seeking educators who are prepared to lead and are passionate about UCS's ambitious plans to reimagine rural education. If you're tired of the box of tradition, apply to teach at University Charter School, where the box does not exist.

University Charter School

University Charter School (UCS) is an innovative and new PK-11 public charter school that opened in August 2018 in rural, Livingston, Alabama. For the 2022-2023 school year, UCS will have ~663 students in grades PK – 12 and will be adding an additional grade each year following. UCS is designed to be a rural, diverse school that cultivates independent thought, promotes the building of character and civic responsibility, and is committed to preparing all students for personal and professional success through the discovery of individual learning pathways in a rigorous and integrated Science, Technology, Reading, Engineering, Arts, and Mathematics (STREAM) focused, project-based and place-based curriculum. The vision of University Charter School is to become a rural model for producing adaptable learners that have a strong sense of place, mission, and rural identity, and who recognize the value of collaboration within a school, across a community, and between diverse rural regions. Our graduates will be prepared to continually meet the demands of an ever changing economy and will be perceived as community leaders and catalysts for meaningful change. We see UCS as a purposeful, place- based, and collaborative pathway to encourage growth and retention in and to restore relevance to our rural community.

Roles and responsibilities

- Represent the Career Coach Program in local high schools (Sumter County Public Schools and University Charter School) and conduct public relations efforts to promote the CTE programs. Provide career development guidance for high school students with emphasis on technical programs.
- Plan and implement student recruitment activities for technical programs.
- Assist prospective students with career exploration activities and career assessments.
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- Assist prospective students with admissions, financial aid, and registration procedures for college admission.
- Provide guidance to students regarding career choices.
- Conduct high school classroom presentations promoting college and career programs and activities.
- Provide prospective students with information regarding the current job market and trends in career choices.
- Schedule and attend college campus tours and industry tours with high school students.
- Coordinate job shadowing opportunities for students.
- Maintain ongoing database of students and classrooms where services are offered.
- Comply with all policies of the LEA and the Alabama State Department of Education.

Qualifications

The strongest candidates will have the following certifications, skills, and experiences:

- Bachelor's degree in education, marketing, communication or related field required.
- Experience working in industry preferred.
- Pleasing personality; enthusiastic, positive attitude, evidence of trustworthiness; knowledge in business and industry; effective human relations skills.
- Required: Ability to pass background check
- Effective oral and written communication skills.
- Knowledge of what it takes to be successful in the world of work.
- Knowledge of College and Career Readiness Standards. Knowledge of current employment trends

Salary and benefits

This position is a 10 month contract and the salary and benefits together total \$65,140. UCS offers a comprehensive benefits package including health insurance and retirement.

Apply

If your experiences and passion make you a great fit for the role, please complete an application. UCS uses an online application system designed to be an easy and efficient way for you to apply. All available positions are listed in [TeachAlabama](#). Applicants interested in vacancies with UCS must complete an online application. If selected for a position, additional information is required including a background check/fingerprint review, proof of citizenship, and valid identification.

Online Application Instructions

First Time Users

Step 1: Go to Applicant Login

Step 2: Click on Create an Account

Step 3: Select a Username and Password. You will use this login information any time you want to apply.

Step 4: Build an application by clicking on the Create Application link. This application can be saved and used to apply to more than one job opening.

Step 5: If you are ready to apply, complete the application with information and materials for the specific job opening. Make sure you have attached your resume, cover letter and any other pertinent documents in the add attachment section before you apply to a specific job.

Apply Now

Step 1: Scroll through the job postings and click on the Job Title to which you want to apply.

Step 2: Click on Apply

Step 3: Login in using your username and password.

Step 4: Complete your application with information and materials for the specific job opening. Make sure you have attached your resume, cover letter and any other relevant documents in the add attachment section.

Important Notes

- Make sure your application is complete and all required materials are attached. Once an application is submitted to a job, it cannot be edited.
- When applying to multiple job postings, your main application will carry forward the information and the attachments of prior applications. Remember to delete the previous cover letter/information you attached and replace them with the new appropriate documents.
- It is important that your application show all the relevant education and experience you possess. Applications may be rejected if incomplete

Online applications are stored on a secure site

Only authorized employees and hiring authorities have access to the information submitted.

UCS does not discriminate on the basis of age, race, color, sex, sexual orientation, religious preference, marital status, disability, national origin, or any other reason prohibited by state or federal law. Employees of the District are required to comply with the provisions of Title VII of the Civil Rights Act and Title IX of the 1972 Educational Amendments. Alabama school boards are required by state law to verify the employment eligibility of newly hired employees by using the federal E-Verify program. New employees are required to provide a Social Security number, an unexpired identity document that contains a photograph, and other acceptable documents that establish employment eligibility. In addition to determining whether a new hire is authorized to work in the United States, E-Verify will confirm that the employee's name and Social Security number match. All applicants must pass a background check through the Alabama State Department of Education to be eligible for employment.