

NEW – Nontraditional Employment for Women Math and Test Preparation Instructor

Organization Description

Nontraditional Employment for Women (NEW) is a nonprofit community-based organization that trains economically disadvantaged women for nontraditional careers that provide a good living wage and benefits. NEW is the longest-running program of its kind in the nation, and has helped thousands of New York City women secure skilled, unionized jobs in the construction, transportation, energy and facilities maintenance industries.

Position Overview

Nontraditional Employment for Women (NEW) seeks a part-time and/or as needed mathematics instructor to assist NEW graduates and students in learning the concepts and mathematical functions necessary to successfully prepare for entry tests required of unions and employers.

Instructor/s sought for the following opportunities:

Intensive Math Refresher Classes

Monthly or bi-monthly weekend or evening refresher sessions for women who need to improve their math skills and pass math exams with a high school competency level.

Test Preparation

Weekend and evening sessions that may run for up to six weeks, which help women prepare for entrance exams required by trade unions and other employers. Topics covered depend on the exam being taken, and may include the following:

Math:

Word Problems, Applied Arithmetic, Numerical Computation and Reasoning, Number Sequencing, Graphic Arithmetic and Problem Solving, Dimensional Analysis, Fraction and Decimal Conversions, Algebra, Geometry, Trigonometry, Formulas (area, volume, etc.), Positive & Negative Integers

Reading:

Reading Comprehension, Sentence Completion, Reasoning, Vocabulary, Grammar, Analogies

Other:

Spatial Relations, Visual Assembly, Mechanical Reasoning/Concepts, Map Interpretation, Tool Identification, Construction Sequencing, Electrical Concepts, Diagram/Table/Graph Interpretation

Qualifications:

- Experience teaching adult learners
- Experience teaching mathematics
- Experience teaching in nontraditional (non-school) setting, such as workforce development or adult education programs preferred
- Experience teaching trades-related mathematics preferred but not required
- Must be available evenings and/or Saturdays

Hourly rate commensurate with experience.

How to apply:

Please send a resume and required hourly rate to jobs@new-nyc.org with **Math and Test Preparation Instructor** in the subject line.