



COLLEGE
OF THE
REDWOODS

UPWARD BOUND

A Federal TRiO Program

Dear Applicants:

We are looking forward to our 21st annual Upward Bound summer program this year! Much of our success can be attributed to the enthusiasm and expertise of our teaching staff each summer. We invite you to be a part of the program this year by submitting a resume, three personal references, and a course proposal.

Our goal is to provide underrepresented high school students with the opportunity to learn in a challenging but supportive environment. Upward Bound is required to provide instruction in mathematics, laboratory science, English composition, English literature, and foreign language. However, we will also integrate subjects including, but not limited to information technology, visual or performing arts, and physical education.

A successful proposal will include:

- Course name and description that sounds engaging and appealing to high school students
- Creative teaching methods for core subjects such as: teaching around a theme, incorporating different cultural views, or exploring a variety of ways of learning (outside of the box!)
- Teaching methods to address different learning styles
- A plan for assignments that are challenging and interesting but attainable for students with learning difficulties

My staff looks forward to receiving proposals for our summer program. Please read the attached Job Description and Course Proposal Requirements for complete information and return the application package of resume, three references, and course proposal via regular mail or email no later than Friday, April 17, 2009. Feel free to give me a call at (707) 476-4276 if you have any questions.

Sincerely,

Daniel Bixler
Program Director
Upward Bound
Daniel-Bixler@redwoods.edu

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Summer Instructor Job Opportunity

Upward Bound Program:

Upward Bound (UB) is a federal TRIO program that develops skills and motivation for success in college among underrepresented students. The program provides individualized services for a small number of target students resulting in a 90% college enrollment rate.

During the school year, students receive career and college preparation advising from Upward Bound Academic Advisors at their school site.

During the summer, a one-week orientation and five-week residential program at College of the Redwoods is offered. During the five-week session, high school students take UB or college courses, use campus resources and attend cultural events.

Job Description:

- Under the direction of the program Director, UB Summer Instructors provide academic enrichment to Upward Bound students enrolled in the five-week academic program. Students receive elective credit towards high school graduation for courses in which they receive a C or better.
- Instructors develop high school level curricula and provide instruction in subject areas such as English, Math, Science, Foreign Language, Computers, and electives. Proposals are due by Friday, April 17, 2009.
- UB Instructors are short-term, temporary employees. Courses will run this summer from July 6 until August 4, 2009. There will be a paid training day prior to the first day of teaching.
- Rate: \$25 per hour. Each class normally meets 1 hour per day (Monday-Thursday) for a total of 18 days. In addition, instructors will be compensated for one hour of prep time and one hour of available office time per week.

Ideal Upward Bound Instructors:

- Have earned at least a Bachelor's Degree; preferably have had courses towards either a teaching credential or master's degree
- Are interested in and have experience teaching 14-18 year-old students of varying abilities
- Can demonstrate expertise in the area(s) he/she wishes to teach
- Are able to create dynamic, hands-on opportunities for learning

Contact: Daniel Bixler
Upward Bound Director
707.476.4278
daniel-bixler@redwoods.edu



Upward Bound Course Proposal

On a separate piece of paper, please provide the following information below. Keep in mind that students will choose the classes they want based on your course title and description. So the first part is a sales pitch to the students, and the rest is a sales pitch to us. 😊

Instructor Name:

Proposed Course Title:

Brief Course Description:

Course Outline: List the primary objectives of the class based on a five-week session. Be sure to formulate objectives in terms of measurable student outcomes, specific knowledge and/or skills to acquire. It is helpful if the outline is divided into one-week sub-units.

Materials: Describe what text, worksheets, videos, or other supplies might be needed to teach this class. We currently have available Algebra, Geometry, and Algebra 2 textbooks, as well as a class set of Literature Anthologies (American Lit, World Lit, Short Fiction, and Poetry). We also have a set of English grammar handbooks and a set of books called "How to Say It" which describes how to write different types of discourse. Keep in mind that the UB program has a limited budget for classroom materials so being frugal is helpful!

Methodology: What types of teaching methods will you use? Proposals that integrate different learning styles and teaching methodologies or skills for college will receive priority. Note that this year we have recruited more academically challenged students than ever before.

Assessment: Discuss how you will assess that your students have learned the objectives of the class. What types of assessments will you use and how often will you assess? We encourage all instructors to have a final exam or project at the end of the course.

Homework: All UB classes should be designed to treat the subject matter with a scope and intensity that requires homework. If you did not discuss homework previously, please describe what type of homework and how often it will be assigned.

Off-campus Plans: Since transportation funds are limited, only trips that are absolutely integral to meeting class objectives will be considered. Any off-campus activities or field trips need to be mentioned here along with the proposed dates and times. Off-campus activities cannot be proposed after the program begins.

For any questions regarding proposals please contact:

Daniel Bixler, Director (707) 476-4276 / daniel-bixler@redwoods.edu