



JOB TITLE: Young Eisner Scholars (YES) New York City Middle School Program Associate

REPORTS TO: Young Eisner Scholars (YES) New York City Director of Programs

STATUS: Full-time

ORGANIZATION OVERVIEW:

YES selects high-performing students from low-income communities and equips them with resources, support and academic skills required for success through high school, college, and career. Beginning in 6th grade, YES engages Scholars; intellectual curiosity through a unique curriculum and supports them holistically to ensure their long term success both in and outside the classroom. As Scholars progress through high school and college, they benefit from calibrated programming, including high school and college admissions counseling, summer programs tailored to their interests, and a strong community of peers. In addition to academic rigor, YES provides long-term holistic support services for our Scholars. Through social-emotional support, involvement with family and community, and a long-term commitment to each student's individual path, YES seeks to support students in every aspect of their lives. YES currently operates in Chicago, Los Angeles, New York City, and rural North Carolina.

YES-New York City selects students in 6th grade from Title I public schools in NYC's District 5 (Central Harlem). YES-NYC currently works with roughly 110 students, middle school to college, and is expanding every year.

SUMMARY:

The Young Eisner Scholars YES New York City Middle School Program Associate's chief responsibility is to design and lead YES sessions for middle school students, with a special focus on high school-level math (Geometry, Algebra I & II). This involves curating content and structuring a general curriculum for YES **weekly** in-school/after-school sessions, Saturday sessions, and the middle school summer program. YES sessions place an emphasis on learning to evaluate information verbally and through reasoning, instead of memorization and rote-learning methods. To achieve

this, the YES Program Associate should be comfortable leading group discussions and pushing students to think critically. The YES Program Associate's role is to nurture and hone these skills in students, while preparing them emotionally and culturally to participate in the kind of rigorous learning environments they will encounter in high school and college. Additionally, this role will oversee the public high school application process, including the specialized and screened admission schools, for all 8th grade students.

RESPONSIBILITIES:

NYC Middle School Programming and High School Access:

- Prepare and lead weekly middle school sessions (the number of in-school sessions per week in New York will change depending on class size and organization needs).
- Prepare students for the math section of high school admissions testing (ISEE & SHSAT)
- Oversee the NYC public high school application process for 8th grade students, including development of school lists, coordinating school visits, and scheduling and leading one-on-one meetings with students and families.
- Plan and co-lead middle school Saturday sessions and summer program.
- Collaborate with other staff and partner schools to interview, select, and on-board new YES cohorts.

NYC Student Outreach and Family Support:

- Develop and maintain strong relationships with middle school students to ensure student accountability and success.
- Maintain effective relationships with the administrators, teachers, and parents/guardians.
- Meet with middle and high school students to provide additional academic support, such as tutoring and academic counseling, as needed.
- Communicate with middle school students' teachers to be proactive about their academic progress and address any issues.
- Coordinate free Metrocards for field trips and Saturday sessions.

National YES Programming:

- Participate in weekly meetings with YES middle school educators (LA, Chicago, and Boone, NC) to discuss middle school curriculum and national programming.
- Collaborate with YES staff to help plan annual eighth grade YES Summer Program at Appalachia State University in Boone, NC.

QUALIFICATIONS:

- Bachelor's Degree
- Comfortability teaching middle school and early high school math (Algebra, Geometry, Algebra II)
- Ability to work with diverse student populations
- Ability to work flexible hours with strong attention to detail and organization

DESIRED QUALIFICATIONS:

- Classroom teaching experience (1-2 years)
- Spanish language proficiency
- Adept in test preparation for entrance exams including the SHSAT, ISEE, ACT, and SAT
- Experience working with underserved students and families
- Self-starter who enjoys problem solving and creating new structures

Dimensions

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Please forward resumes and cover letters to: [Rebecca Tucker, Executive Director, yesjobs@yesscholars.org](mailto:Rebecca.Tucker@yesscholars.org)