

# Virgin Islands Housing Authority

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## **YOUTHBUILD U.S. VIRGIN ISLANDS PROGRAM VACANCY ANNOUNCEMENT FOR GED MATH/SCIENCE INSTRUCTOR (St. Croix District (1) Position)**

The Virgin Islands Housing Authority's Department of Public Relations/Resident Services, is seeking a qualified General Educational Development (GED) Language Arts/Social Studies Instructor for the St. Thomas/St. John District YouthBuild U.S. Virgin Islands Program.

YouthBuild is a 48 week federally funded multi-strategy youth and community development program that offers opportunities for unemployed, out of school or unskilled young adults ages 16-24, to earn their GED, acquire job skills and learn construction trades through classroom and on-site construction training. Classroom instruction and training is held Monday through Friday from 8:30 a.m. to 3:30 p.m. The program is conducted at two instructional sites territorially; Oswald Harris Court Housing Community in St. Thomas and John F. Kennedy Housing Community in St. Croix.

### **RESPONSIBILITIES:**

- Ability to instruct and conduct required courses (Math and Science) in General Educational Development (GED) program for young adults between the ages of 16-24. Prepare participants for Pre-GED and GED exams.
- Administer placement testing of participants to determine their functional level and place participants in the appropriate skill level.
- Develop individualized learning contract and lesson plans for each trainee, and assess trainee's academic progress by reviewing and updating plans regularly.
- Provide weekly reports on the progress of the participants.
- Enforce YouthBuild attendance policies and procedures consistently.



**QUALIFICATIONS:**

- Bachelor's degree in Education from an accredited University or College, and experience in implementing a comprehensive curriculum for the GED Preparation Program
- Strong commitment to helping young people succeed in an innovative training program, to reorient their lives, nurture their leadership skills and enable them to make a difference in their community
- Must be computer literate
- Excellent oral and written communication skills

Interested and qualified individuals must submit a cover letter stating interest, resume, police record as well as three (3) letters of recommendations in a sealed envelope to:

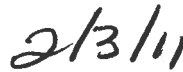
**Marilyn Miller  
Interim Procurement Director  
Procurement Department  
Virgin Islands Housing Authority  
P.O. Box 7668  
St. Thomas, V. I. 00801**

This vacancy will remain open until filled.

If additional information is required, please contact Ms. Carla Joseph, YouthBuild Program Manager at (340) 714-2102.



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**Robert Graham, CPM  
Executive Director**



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Date

