



IT/Computer Science Teacher

STATUS: Full-time, Year Round, Exempt

SALARY: Base salary \$50,000 plus benefits, higher based on experience and qualifications

LOCATION: Milwaukee, WI

[TransCenter for Youth \(TCY\)](#) has 48 years of non-profit experience working with Milwaukee youth. We operate small high schools that serve the unique needs of students in Milwaukee through innovative, culturally appropriate approaches to teaching and learning, serving as education models for other schools. Specifically, we contract with Milwaukee Public Schools to run NOVA and Shalom High School as Partnership Schools for at-risk youth; the City of Milwaukee to charter Escuela Verde, an independent public school district; and El Puente High School, a private Milwaukee Parental Choice Program and Special Needs Scholarship Students.

Summary

The IT/Computer Science teacher will work within one of our four high schools; NOVA, Shalom, Escuela Verde, or El Puente. This will include providing administrative and technical assistance in accordance with company policies and procedures and supervision as needed.

Core Attributes

- **Commitment to Social Justice & Racial Equity:** recognizes role of race, gender, and other identities in shaping health disparities, is driven to improve conditions, and proactively learns re: race, equity, and identity
- **Results-Orientation:** has a track record of achievement and producing results (rather than getting immersed in process), perseveres despite obstacles. Solution minded vs. stuck on obstacles.
- **Project Management Skills:** stays on top of multiple projects, plans backwards, anticipates obstacles, identifies and involves stakeholders appropriately, uses resources wisely, team mindset
- **Communication & People Skills:** coordinates organizational communication including emails, calls, and newsletters. Possesses the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Essential Duties and Responsibilities

This list of duties and responsibilities is not all-inclusive and may be expanded to include other duties and responsibilities, as leadership may deem necessary from time to time.

1. Work collaboratively to create a long term digital learning plan using WI DPI's Future Ready Framework for TCY
2. Basic School Level IT Support
 - a. Facilitate site implementation of the district technology
 - b. Be primary contact for technology support and questions at the school.
 - i. Including the school website, school printers, ID cards, laptops, desktop, surveillance cameras, sound systems, google admin and more.
 - c. Maintain the technology inventory and keep it up to date with the inventory database. This includes labeling and tracking said inventory as well as check in and check out.
 - d. Assist staff and student with basic computer troubleshooting help (examples below, not exhaustive or limiting)
 - i. Password issues
 - ii. AV setup
 - iii. Basic software troubleshooting
3. Provide professional development and staff tech integration support
 - a. Willingness to learn and implement student technologies in daily instruction in their own classroom
 - b. Ability to effectively communicate expertise with and to support student technology implementations with peers
 - c. Present professional development opportunities for faculty and staff
4. Design and teach computer science courses
 - a. Based on the CTE program framework
 - b. Demonstrated effective classroom routines and procedures
 - c. Effective classroom management techniques
 - d. Demonstrated effective instructional practices
 - e. Assist in IT Career Exploration and Dual Credit Earning programs

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Bachelor's degree in any area required

- This role will require a Computer Science certification within two years - (DPI License #1405) Grades 4-12
 - TCY will financially support up to \$9,000 for the certification

Language Skills

Ability to speak effectively to other employees of the organization. Spanish speaking is a plus.

Mathematical Skills

Ability to calculate figures and amounts such as overtime, time report calculations, and percentages.

Reasoning Ability

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit. The employee frequently is required to use hands to finger, handle, or touch objects, tools, or controls and talk or hear. The employee is occasionally required to stand, walk, and reach above shoulders. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Equal Employment Opportunity _____

TransCenter for Youth is an equal opportunity employer and believes in equal opportunity for all employees and applicants. Accordingly, all employment decisions are based on the principles of equal opportunity. These decisions include recruitment, selection, promotion, transfer, discipline, compensation, benefits, training, and other personnel actions involving persons in all job titles and shall occur without regard to race, color, creed, religion, sex, marital status, pregnancy (including childbirth and related conditions), age, ancestry, national origin, disability, genetic information, veteran or military status, sexual orientation, gender identity, arrest and conviction records, the use or nonuse of lawful products off the employers' premises during nonwork hours, declining to attend meetings or participate in communications about religious or political matters, or any other characteristic protected by law.