**JOB TITLE:** Part-Time After School Chess Instructor

**POSITION SUMMARY / JOB GOALS:**To teach chess to children grades kindergarten through 8th grade, from beginners to advanced players.

**QUALIFICATIONS / TRAINING:**

* USCF

**EXPERIENCE / KNOWLEDGE:**

* Minimum of 5 years instruction experience

**ATTRIBUTES:**

* Reliable and timely
* Calm and patient demeanor
* Works well with others
* Caring and nurturing
* Active and energetic

**REPORTS TO / EVALUATED BY:** After Class Enrichment Manager

**DIRECT REPORTS:** None

**MAJOR RESPONSIBILITIES AND DUTIES:**

* Assess the chess needs of students with a variety of experience
* Teach and support the fundamentals of beginner chess along with instructing more advanced principles to novice players
* Retrieve and put away chess equipment as needed for class
* Utilize a variety of methods of instruction
* Communicate with coordinator appropriate assessments, progress, and evaluations of students
* Support team when available and necessary for competitions and tournaments
* Assist ACE program with carpool pick up when necessary

**VILLAGE BELIEVES THAT EFFECTIVE EMPLOYEES ARE:**

* Accountable - Establishes a high performing culture and accepts accountability for organizational performance.
* Strategic - Leads opportunity and is committed to continuous improvement aligned with the organizational vision and direction.
* Collaborative - Works collaboratively with others to achieve organizational outcomes
* Entrepreneurial - Creates organizational value for diverse stakeholders and achieves commercial success.
* Enabling - Drives excellence through valuing and developing others
* Agile - Achieves personal and organizational success within a changing, dynamic and complex environment
* Resilient - Demonstrates personal resilience within a demanding environment of high expectations

Therefore, this position description is designed to outline primary duties, qualifications and job scope, but not limit the employee or Village to only the work identified.  It is the expectation of the School that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organization.