



## High School Instructional Assistant

### ABOUT AIM HIGH

At Aim High, students unlock their limitless potential by participating in a multi-year summer joyful, enrichment program that empowers middle school students navigating systemic barriers, igniting their love of learning and yielding real results—98% of Aim High alumni graduate high school and go on to college. Grounded in the CORE Values (Community, Opportunity, Respect, and High Expectations), every student feels seen and supported. Aim High gives students the confidence to succeed in high school and beyond. Aim High also fosters a supportive professional community where educators - from aspiring to experienced - grow personally and professionally. For more about Aim High, please visit [www.aimhigh.org](http://www.aimhigh.org).

### Position Summary

The High School Instructional Assistant (HSIAs) is a unique opportunity for high school students to develop professional skills and experience by working directly with middle school youth under the supervision of professional teachers and educational leaders. HSIAs receive immersive training to assist Lead Teachers in teaching a core academic class and support teachers with afternoon activities.

This is a six-week position: one week of faculty training and five weeks of supporting middle school students using a project-based curriculum and culturally responsive pedagogy grounded in restorative practices.

### Training and Professional Development

- HSIAs receive in-depth training and support during faculty training week where they will learn about classroom management, working as a teaching team, fostering positive relationships with students, being a strong role model, and creating an engaging learning environment.
- HSIAs work closely with Lead Teachers to support the daily planning and implementation of lesson plans in morning academic classes. In-classroom experiences include but are not limited to: working with small groups of students, leading components of lessons, and other teaching-related duties.
- HSIAs participate in daily instruction and delivery of classroom teambuilding activities.
- HSIAs participate in our teacher growth cycle by forming a goal, participating in classroom observations, and coaching meetings with the Instructional Coaches and co-teacher. There are opportunities to be mentored throughout the summer by experienced educators.
- HSIAs also work closely with other teachers to support non-academic enrichment activities, such as advisory cultural events, field trips, and afternoon activities.

- The fostering and modeling of our CORE values by HSAs is to the student experience. These components of the daily student experience of the Aim High program are critical to students' social-emotional development and sense of belonging.

## Qualifications

- Currently a junior or senior in high school
- We seek HSAs who are interested in teaching or working with youth and are committed to developing their professional skills
- An ideal candidate will be responsible, eager to learn, possess strong communication skills, and be interested in learning about education careers and pathways
- Demonstrate the ability to work independently and as a team; build and maintain productive working relationships with colleagues and students
- Demonstrate a growth mindset along with a willingness to give and receive feedback
- Responsible, conscientious, and demonstrate a commitment to social and racial justice, anti-racism, and equity in education
- Demonstrate a commitment to diversity, equity, inclusion, and anti-racism, along with social and racial justice as well as a high level of cultural competence

## Job Details

- Reports to: Site Directors
- Location: Aim High has 14 sites across the Bay Area in San Francisco, Oakland, San Rafael, San Pablo, Richmond, Napa, Novato, San Jose, and Tahoe/Truckee
- Classification: Non-exempt from overtime; paid hourly
- This is an hourly position, paid minimum wage, as determined by the city/county where the Aim High site is located (\$16.50 - \$19.18/hour)
- This is a temporary, full time position for the six weeks of the summer program
  - June 8 - July 17 (Lake Merritt, Fruitvale, East Oakland, Napa, North Beach/Chinatown, Bayview/Portola, San Jose)
  - June 15 - July 24 (San Pablo, Richmond, San Rafael, Ingleside, Mission, Novato)
  - June 22 - July 31 (Tahoe/Truckee only)
- This position is expected to work from Monday to Friday, 8am to 4pm and up to two family evening events
- Unpaid Holidays: Aim High's summer program will be closed on Friday, June 19th and Friday, July 3rd

## Additional Requirements

- Candidates hired for this position who will be under the age of 18 at the start of programming will be required to submit the following before their start date:
  - A signed form from a legal parent/guardian granting Aim High permission to conduct a background check, and
  - A signed work permit from the candidate's school or school district

**Apply Now:** [www.aimhigh.org/teach/](http://www.aimhigh.org/teach/)

At Aim High, we recognize that striving to be a truly anti-racist, diverse, equitable, and inclusive (A.D.E.I.) organization requires deep and long-term commitment. We know that we will make mistakes, and we are dedicated to learning from them. We ask our broader Aim High team – including staff, educators, board members, and supporters – to encourage, challenge, and join us in living out our commitment to A.D.E.I.

Aim High is an equal opportunity employer. Aim High seeks diversity in its community and affords equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship status, medical condition, or any other legally protected status.