



## HAMPDEN COUNTY SHERIFF'S DEPARTMENT



### Per-diem Adult Basic Education Instructor GRANT (Math, Science and Social Studies)

- **Job Description:** The HCSD is seeking a highly motivated and energetic per diem Adult Basic Education (ABE) teacher to work with inmate students at the Main Institution in Ludlow, MA. This teacher will provide instruction using computer based software for inmate students participating in the education program as they prepare for the High School Equivalency (HSE) exam. The instructor will also provide individual and small group instruction to inmate students in their living units at the Main Institution. The instructor will oversee a class in the computer lab for students learning to type. This Instructor will work collaboratively with other HCSD Adult Education Instructors to align curriculum with the College and Career Readiness Standards. This 21 hour non-benefited position includes 10.5 hours of teaching and 10.5 hours of preparation and/or paid professional development. The Adult Education Instructor will teach a HSE class 4.5 hours per week, provide instructional assistance to remote learners in the living units 4 hours per week, and oversee a typing class 2 hours per week.
- **Qualifications:** Bachelor's Degree in related field with two (2) or more years' experience as a teacher in an adult education or correctional education program preferred. Knowledge and experience using computer-based software to assist with instruction is preferred. Bilingual skills desirable (English/Spanish). Must possess a primary, secondary, or ABE teacher license/ certification from the Commonwealth of Massachusetts or be working toward certification.

**Salary: \$28.00/hour; grant funded position ending June 30, 2022 with renewal possible**

**Work Schedule: Monday (8:15- 3:00), Tuesday (9:30 – 5:00), Thursday (8:15- 3:00)  
21 hours/week**

**Work Location: Hampden County Correctional Center, Ludlow, MA.**

**Send current resume and cover letter by November 19, 2021 to:**

**Employment Manager, Gregory Pytka at [recruiting@sdh.state.ma.us](mailto:recruiting@sdh.state.ma.us)**

**Or mail to: Hampden County Sheriff's Department**

**Human Resources Office**

**627 Randall Rd.**

**Ludlow, MA 01056-1079**

***Applicant subject to background investigation, drug screening and medical clearance.***

*The Hampden County Sheriff's Department proudly supports equal opportunity for all people, regardless of race, color, religion, gender, age, national origin, and any other category protected by law.*