

## SESC Job Posting

### Job Description

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POSITION: Afterschool Community Hobby Class Instructor at MCCTC (5 positions available)

REPORTS TO: Afterschool Comm. Hobby Class Program Administrator/CTE Dir./SESC Chief

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EMPLOYMENT TERM: 6 hours per week (4 hours of instruction and 2 hours of planning)- 2 evenings per week; for the maximum of 6 weeks.

COMPENSATION: \$35.00 per hour

EVALUATION: Performance of this job will be evaluated in accordance with this job Description and board policy on the evaluation of professional personnel.

Job Summary: The Hobby Class Instructor is responsible for planning and delivering engaging, hands-on classes in a specific hobby or creative skill (e.g., art, crafts, cooking, graphic design, etc.). The instructor fosters a welcoming, inclusive environment where participants of varying skill levels can learn, practice, and enjoy their hobby.

Schedule: 2 evenings per week  
3 hours per session (6 hours/week total which includes 2 hours of planning)

Essential Duties and Responsibilities:

- Plan, prepare, and deliver structured lessons aligned with class objectives
- Provide clear demonstrations and step-by-step instruction
- Adapt teaching techniques to meet diverse learning needs and skill levels
- Supervise participants to ensure a safe and productive environment
- Monitor and evaluate participant progress; provide constructive feedback
- Maintain organization and cleanliness of the classroom or workspace
- Set up and break down materials and equipment before and after each session
- Enforce safety procedures and proper use of tools and materials
- Foster a welcoming, respectful, and inclusive atmosphere
- Manage class time effectively to ensure completion of planned activities
- Maintain attendance records and report any issues to program coordinators
- Communicate effectively with participants and staff regarding schedules, needs, and concerns

Qualifications:

- Demonstrate experience or proficiency in the specific hobby or subject area
- Strong verbal communication and interpersonal skills
- Ability to teach and engage individuals or small groups effectively
- Basic organizational and time-management skills
- Ability to work independently with minimal supervision
- Patience, creativity, and enthusiasm for teaching
- Dependability and consistent attendance

**SEND APPLICATIONS TO: [jlbutcher@wvsc.org](mailto:jlbutcher@wvsc.org)**

**DEADLINE TO APPLY: April 3, 2026 – or until filled**