



Credit Recovery Lab Monitor / Facilitator (Part-Time)

Location: Schnee Learning Center

Academic Year: 2026-2027

Schedule: Part-time (29 hours per week)

Position Overview

The Schnee Learning Center is seeking a motivated, organized, and empathetic individual to lead our Credit Recovery Lab for the 2026-2027 school year. This role is ideal for someone who thrives on building positive relationships with high school students, keeping them on track, and helping them cross the finish line to graduation.

Whether you are an experienced educator or a retiree looking to stay active in the school community, your ability to motivate and mentor students is what matters most.

Key Responsibilities

- Student Motivation & Support: Build a strong rapport with high school students; encourage, mentor, and motivate them to complete their self-paced credit recovery modules.
- Lab Management: Maintain a focused, orderly, and positive learning environment conducive to independent study.
- Technical Assistance: Help students navigate online learning platforms, troubleshoot basic Chromebook/computer issues, and ensure technology is being used appropriately.
- Progress Tracking: Utilize strong organizational skills to monitor student completion rates and keep records of daily progress.

Qualifications & Requirements

- Background Preference: A background or familiarity with English or Science content is highly preferred to help assist students when they get stuck on specific academic concepts.
- Tech Savvy: Comfortable using computers, Chromebooks, and learning management software.
- Soft Skills: Exceptional classroom management skills, high emotional intelligence, and the ability to serve as a strong, positive role model.
- Clearances: Must successfully pass comprehensive BCI and FBI background checks.

Who Should Apply?

- Dependable professionals looking for a meaningful part-time role (29 hours/week).
- Retirees are highly welcome to apply! If you have a lifetime of experience and want to make a direct impact on local youth, this is a great fit.

Salary:

Salary schedule placement commensurate with experience and training.

Deadline for Applications:

*Summit Educational Service Center and Schnee Learning Center are Equal Opportunity Employers.
FMLA regulations require all employers to post the [updated FMLA notice](#).*