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Job Announcements

Anuncios de Empleo | May 12, 2016

DC GOVERNMENT JOBS



[The D.C. Fire and Emergency Medical Services Department](#) is currently recruiting eligible individuals for its **Cadet Program**.

Applications will be accepted between, June 15, 2016 and September 1, 2016. This is a one-year program that provides District of Columbia residents between the ages of 18 and 21 years old the opportunity to become members of the D.C. Fire and Emergency Medical Services Department (DCFEMS). Once evaluated and selected, Cadets earn an **annual salary of \$22,526** and accrue 4 hours of paid annual and sick leave bi-weekly. Upon successful completion of the Program, new Firefighter EMT recruits will earn a starting **salary of \$48,881** annually, accrue 4.5 hours of paid annual and sick leave bi-weekly, and have access to health and life insurances and union representation-[Please click here for more information and how to apply.](#)



[DC Public Schools](#) is seeking **School Social Workers-Closing**

Date: *Open until filled*-**Job Summary:** School Social Workers provide a full range of school behavior support to children in grades pre-K through 12, including screening and assessment, designing school safety

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programs, and more. The individual will also interpret evaluation results, and determine student's eligibility for special services-**Qualifications:** Master's degree in Social Work required. Must be licensed as an independent clinical social worker of the District of Columbia-[Please click here for more information and how to apply.](#)



[Mayor's Office of Talent and Appointments \(MOTA\)](#) is seeking diverse and passionate individuals to work in DC Government. Candidates must submit their resume and any additional eligibility materials. Management level positions-[Please click here for more information and how to apply.](#)

OTHER DC JOB ANNOUNCEMENTS



[Ayuda](#) is currently seeing an **Executive Director-Closing Date:** Open until filled-**Job Description:** The Executive Director will be a role model to other staff members, responsible for ensuring long-term financial stability. Additionally, the Executive Director will support implementation and growth of Ayuda's programs-**Requirements:** The incumbent should have a minimum of 8 years of executive leadership experience, with significant knowledge of community-based organizations. For more information about the position and how to apply, [please click here.](#)



[CentroNía](#) is currently searching a bilingual candidate to fill a **Program Support** position. This job will provide administrative support and ensure efficient day-to-day operation. [Please click here to learn more about the position.](#)

[The Latin American Montessori Bilingual Charter School \(LAMB\)](#)

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Quick Links





CentroNía is excited to announce they are relaunching their **Tutoring Program**. They need your help to make it possible. They are looking for **Volunteers** interested in working with students to help them with their reading, writing, and math skills. The program will begin on Monday, October 5th and tutoring sessions will be Monday-Thursday from 4:00 pm -6:00 pm and Saturday from 10:00 am -12:00 pm. For more information please contact Catherine Brenner by email at cbrenner@centronia.org or by phone 202-332-4200 ext. 1006.



Muriel Bowser
Mayor
District of Columbia



Jackie Reyes
Director
Office on Latino
Affairs



Creative Minds International Public Charter School (CMI) is seeking **Teachers, Specialists, and Assistants/ Aides** for Preschool through Middle School for School Year 2016-17-**Closing date:** June 30, 2016-**Salary Range:** Commensurate with experience-**Requirements:** Bachelor's degree (Master's preferred) and previous experience. *Bilingual (Spanish/English) skills are preferred.* CMI is an equal opportunity employer-[Please click here for more information about the positions and how to apply.](#)



An Employee-Owned
Research Corporation®

Westat is seeking **Bilingual Data Collectors**. Westat is an employee-owned corporation that provides research services to various government agencies, business and foundations. For more information about positions and how to apply, [please click here](#). For job announcement, [visit this page](#).



[The Institute for Women's Policy Research](#) currently has various staff position openings. The Institute for Women's Policy Research conducts rigorous research and disseminates its findings to address the needs of women, promote public dialogue and strengthen families, communities, and societies-[For more information, please click here.](#)



[Master Security](#) is seeking full-time **Unarmed Bilingual Security Officers** in the Washington DC Area-**Closing Date:** May 31, 2016-**Job Requirements:** Applicant must be *Bilingual (Eng/Span)* with valid drivers licence, DC Security Guard license, and previous experience in security-[For more information, please click here.](#)



[ByteBack](#) is seeking a **Bilingual Computer Instructor-Closing Date:** *Open until Filled*-**Job Summary:** The Bilingual Instructor is a part-time position dedicated to teaching Byte Back students beginning and intermediate computer skills-**Requirements:** *Must be fluent in Spanish,* attend curriculum training, and master course curriculum. For more information on this position, [please click here.](#)

ARCHDIOCESE OF WASHINGTON



[The Archdiocese of Washington](#) is seeking a **Housing Support Ministry Program Manager-Closing Date:** Open until filled-**Salary Range:** Commensurate with Experience-**Requirements:** Excellent oral and written communication skills. *Bilingual English-Spanish.* Excellent organizational and people skills. Experience working with low-income, and homeless individuals is preferred-[Please click here for more information on how to apply.](#)



[AARP Legal Counsel for the Elderly](#) is seeking a **Receptionist-Closing**

Date: *Open until filled*-**Salary Range:** Commensurate with Experience-**Requirements:** Completion of High School or GED, and 2 years of general administrative experience related to the nature of work (legal services or law office environment a plus), which includes: proficiency with Microsoft Office software, data entry, receptionist work, and record-keeping functions. Must be computer literate and comfortable using web-based resources and other applications. Should possess basic business writing skills for professional communication by email-[Please click here for more information about the position and how to apply.](#)



[The Literacy Lab](#) is seeking **Full-Time Literacy Tutors** to serve in DC schools for the 2016-17 school year to help close the literacy gap and improve children's reading skills. Full-time tutors are given extensive training and coaching and follow a research-based intervention model. Tutors are given a living stipend of **\$800 two times per month, health insurance, and a \$5,775 Education Award** upon successful completion of the program. This is a great opportunity for people to get into the field of education while serving the community. To learn more and to apply, [please click here.](#)



[Mi Casa](#) seeks a **Bilingual (Spanish-English) Program Associate**-**Closing Date:** *Open until filled*-**Salary Range:** \$40,000-\$45,000 plus benefits-**Description:** The Program Associate will work on tenant purchase projects in the TOPA Program. Experience working with low-income diverse groups, community organizing and/or housing development. F/T flexible hours include evening and weekend meetings-[Click here for more information and how to apply.](#)



[The Latin American Montessori Bilingual Public Charter School \(LAMB\)](#) is seeking **Primary and Elementary Montessori Guides-**

Closing Date: May 31, 2016-**Salary Range:** Commensurate with Experience-**Requirements:** We are interested in candidates for the 2016-2017 school year with teaching experience and Montessori certification. *Bilingual candidates preferred*-[Please click here for more information about the position and how to apply.](#)



[Mundo Verde Bilingual Charter School](#) is seeking a **Bilingual Front Office Manager**-**Closing Date:** *Open until filled*-**Salary Range:** \$32,000-\$45,000-**Job description:** Mundo Verde seeks a *bilingual (Spanish/English)* candidate who is detail-oriented with prior office experience (preferably in a school setting), including knowledge of computer systems and technology, and strong management and organizational skills. Work hours are from 8:00AM to 4:30PM, with some changes depending on events-[Please click here for more information about the position and how to apply.](#)



[Mundo Verde Bilingual Charter School](#) is seeking **SY16-17 Lead Teachers** (*English and Spanish*)-**Closing Date:** *Open until filled*-**Salary Range:** Commensurate with experience-**Requirements:** Mundo Verde seeks *bilingual (English and Spanish)* lead teachers to teach across content in a bilingual Expeditionary Learning school with a focus on environmental sustainability. We prefer candidates with 3+ years as a teacher of record and candidates familiar with Responsive Classroom-[Please click here for more information about the position and how to apply.](#)



[Mundo Verde Bilingual Charter School](#) is seeking **SY16-17 Bilingual Special Education Teachers**-**Closing Date:** *Open until filled*-**Salary Range:** Commensurate with experience-**Requirements:** Mundo Verde seeks *bilingual (English/Spanish)* special education teachers to collaborate with lead

teachers in an inclusion classroom to plan and support students with IEPs. We prefer candidates with 3+ years as a teacher providing specialized instruction and candidates familiar with Responsive Classroom-[Please click here for more information about the position and how to apply.](#)

826DC

[826DC](#) is seeking a **Spanish Language Program and Outreach Intern-**
Summary: Interns will play an important role in supporting 826DC's educational programs by engaging with Spanish speaking students and families, and by translating and creating outreach materials.-**Requirements:** Candidates must have a working fluency in both written and spoken Spanish and English. Interns should have an interest or experience in education, working with children, and the arts-[Please click here for more information about the position and how to apply.](#)



[The Next Step Public Charter School](#) is seeking a **GED Teacher(Day or Night)-Closing Date:** *Open until filled*-**Job Summary:** Conduct appropriate level instruction for young adults in Math and overall GED content preparation-**Requirements:** The incumbent will possess a bachelor's degree, and at least two years teaching in an Urban environment. The GED teacher should be eligible or certified for teaching the DC. *Bilingual English/Spanish* is preferred-[Please click here for more information about the position and how to apply.](#)



[The Next Step Public Charter School](#) is seeking an **ESL Teacher-**
Closing Date: *Open until filled*-**Job Summary:** Conduct appropriate level instruction for ESL Learners-**Requirements:** The incumbent will possess a bachelor's degree, and experience designing and delivering curricula for ELL students. *Bilingual English/Spanish* is preferred-[Please click here for](#)

[more information about the position and how to apply.](#)



[Capital City Public Charter School](#) is seeking a **Bilingual Front Office Manager-Closing Date: Open until filled-Salary Range: \$30,000 - \$40,000-Requirements:** Capital City Public Charter School is interested in recruiting a *bilingual (Spanish/English)* candidate who is organized, detail-oriented with prior office experience, including familiarity with office systems such as student databases. Work hours are from 11:00AM to 7:00PM, with some changes depending on events-[Please click here for more information about the position and how to apply.](#)



[Carlos Rosario International Public Charter School](#) is currently hiring individuals for a variety of job openings. For the a listing of available opportunities, and to obtain additional information about how to apply, [please see this webpage.](#)



[The Mary's Center](#) is currently hiring individuals for a variety of job openings. For the a listing of available opportunities, and to obtain additional information about how to apply, please see [this webpage.](#)

[DC Classes, Workshops, Job Fairs, and Trainings](#)



[CentroNía](#) offers **free one-on-one tutoring sessions** to school aged children in the community and needs your help to make it happen! The Tutor Programming is Monday - Thursday 4:00 pm - 6:00 pm and

Saturdays 10:00 am - 12:00 pm. Tutors are asked to commit to at least one day a week. The program includes an orientation and background/health checks.

Please contact Catherine Brenner by email at cbrenner@centronia.org or by phone 202-332-4200 ext. 1006.



[Catholic Charities](#) will be hosting a **Multicultural Job Fair** on Thursday May 19, from 10 am to 3 pm. More than 30 companies will be in attendance, with hundreds of job opportunities. To view the job fair flyer, [please click here.](#)



[The Latino Student Fund](#) is seeking dynamic college and professional men to be a **Mentor** to at-risk male students in DC public schools. As a Mentor, you will work with a student to make ensure they are on track, share your post secondary education knowledge with students to encourage, and check in with your student one other time during the week. For more information, [please click here.](#)



[Multicultural Community Service \(MCS\)](#) will be hosting a **Community Interpreter training** from June 13 to July 8 with the support of the Mayor's Office on African Affairs and the Office on Latino Affairs, and in collaboration with the Inter-American Development Bank. After four years of preparation MCS is launching an innovated and updated interpreter training curriculum. For more information, [please click here.](#) To apply to participate in the program, [please click here.](#)



ByteBack is now holding **Registration for Free Computer Classes**.

Registration will run from May 9 - 26. For more information about classes and registration [please click here](#). To see the flyer, [please click here](#).



DC Doors is hosting **training for accounting technicians**. For more information on the training or to apply for the class, please contact aquiroz@dcddoors.org To view the program flyer, [please click here](#).

DC Doors tendrá entrenamientos para técnicos de contabilidad. Para obtener más información sobre los entrenamientos, o para inscribirse a la clase, favor de mandar mensaje a Angela Quiroz: aquiroz@dcddoors.org. Para obtener información adicional sobre el programa, [haga clic aquí](#).



CENAES, as a part of their **Taller de Inmigración**, offers free literacy classes for those who do not know how to read and write in Spanish. For more information about these classes, in Spanish, please [click here](#).

CENAES ofrece clases de alfabetización para aquellas personas que no saben leer ni escribir en español. Para más información sobre las clases, [haga clic aquí](#).



Catholic Charities will be hosting a **Multicultural Job Fair** on Thursday, May 19 from 10AM to 3PM at the Shrine of the Sacred Heart Ballroom. There is free admission to the fair, and more than 30 companies will be in attendance. For more information, [please click here](#).

Catholic Charities tendrá una **Feria Multicultural de Trabajo** el jueves 19 de mayo de las 10a.m. hasta las 3p.m. en la Iglesia del Sagrado Corazón. La entrada es gratis, más de 30 compañías tendrán representantes reclutando a posibles candidatos. Para obtener información adicional, [haga clic aquí](#).

[DC Public Schools](#) is seeking individuals to play the role of mentors and share their professional passions to inspire DC Youth to work towards their professional dreams. From January to May, students and mentors will meet twice per month for 1.5 hours to develop a career focused project. The student will then undergo an 80 hour internship at the mentor's place of employment-[For more information, click here.](#)



[WMATA](#) would like to hear your opinions on proposed changes for Metro and Metrobus-[For more information about how to submit your opinion, please click here.](#)

A [WMATA](#) le gustaría escuchar su opinión sobre algunos cambios propuestos a los servicios del Metro y Metrobus-[Para obtener información o compartir su opinión sobre estos cambios, haga clic aquí.](#)



[DC Public Library](#) will be offering free **ESL Conversation Circles** from October 2015 through September 2016. These drop-in groups are for adults wanting to improve their oral skills in English, but already can speak and understand basic English-[Please click here for more information.](#)

This employment newsletter is compiled biweekly by the Office on Latino Affairs' Language Access and Advocacy program. Please let us know if you are offered any of these positions. It will be nice to hear any good news and see that this newsletter is connecting people with employment opportunities. If your government agency or nonprofit organization in DC would like to promote employment, or internship opportunities please send an email message to cecilia.castillo@dc.gov.



Mayor's Office on Latino Affairs | 2000 14th Street NW | 2nd Floor | (202) 671-2825 | www.ola.dc.gov