



WCS Online Teacher – Elementary



Job Overview

The job of WCS Online Teacher – Elementary was established for the purpose(s) of serving as a teacher with specific responsibility for supervising students within WCS Online classrooms; developing lesson plans and delivering group and individual student instruction within established curriculum guidelines; collaborating with other teachers, other professional staff, and administrators in addressing WCS Online instructional and/or classroom issues and curriculum development; and responding to a wide range of inquiries from students, parents, or guardians regarding the instructional program and student progress.

This job reports to WCS Online Principal.

Job Functions

- Administers and develops subject specific assessments for the purpose of assessing student competency levels and/or developing individual learning plans.
- Constructs curriculum in a virtual classroom environment to foster future growth and opportunities for students.
- Work with the instructional staff to enrich the curriculum using multiple strategies and online tools in imaginative ways to actively engage students in their learning for enrichment or remediation purposes.
- Advises parents and/or legal guardians of student progress for the purpose of communicating expectations; student's achievements; developing methods for improvement and/or reinforcing classroom goals in the home environment.
- Assesses student progress towards objectives, expectations, and/or goals for the purpose of providing feedback to students, parents, and administration.
- Collaborates with instructional staff, other school personnel, parents, and a variety of community resources for the purpose of improving the overall quality of student outcomes, achieving established classroom objectives in support of the school improvement plan.
- Counsels students for the purpose of improving performance, health status, problem- solving techniques and a variety of personal issues.
- Differentiates instruction to meet the needs of diverse students for the purpose of providing an effective program that meets District requirements.
- Instructs students for the purpose of improving their success in academics through a defined course of study.
- Manages student behavior for the purpose of providing a safe and optimal learning environment.
- Monitors students in a virtual educational environment for the purpose of providing a safe and positive learning environment.
- Participates in a variety of meetings and professional development activities for the purpose of conveying and/or gathering information required to perform functions.
- Prepares a variety of written materials (e.g. grades, lesson plans following scope and sequence, correspondence with parents and students, examinations and quizzes, attendance, anecdotal records, etc.) for the purpose of documenting student progress and meeting mandated requirements.
- Reports incidents (e.g. altercations, suspected child abuse, suspected substance abuse, harassment, zero tolerance offenses etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment, and adhering to state law and board policies.
- Responds to emergency situations for the purpose of resolving immediate safety concerns and/or directing to appropriate personnel for resolution.
- Responds to inquiries from a variety of sources (e.g. other teachers, parents, administrators, students, central office staff, etc.) for the purpose of resolving issues, providing information and/or direction.
- Directs assistant teachers, student teachers, instructional assistants, volunteers and/or student workers for the purpose of providing an effective classroom program and addressing the needs of individual students.
- Supports other WCS Online teachers for the purpose of assisting them in the implementation of established curriculum and/or individual student plans.

Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.



Working Environment

This role is located in a WCS building, the WCS Online teacher's home or from another District approved site. There is occasional travel to District meetings and professional development activities.

Generally, the job requires 95% sitting, and 5% standing and walking.

Physical Requirements: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity.

Qualifications

Minimum experience: Job related experience

Minimum education: Bachelor's degree in related field

The ideal candidate will have the following education, experience, skills, knowledge, abilities and/or competencies:

- Prior online teaching experience preferred.
- Online teaching professional development and training.
- Possesses the ability to learn and adapt to new data and delivery systems necessary for the content, resources, and systems to create, manage, and assess engaging and relevant online student learning experiences.
- Proficiency with online learning tools such as online learning management systems, virtual classrooms, computer cameras, audio, and headsets.
- Skilled in applying assessment instruments; operating standard office equipment including using pertinent software applications; and preparing and maintaining accurate records.
- Knowledgeable in appropriate codes, policies, regulations and/or laws; age appropriate activities; lesson plan requirements; stages of child development; and behavioral management strategies.
- Able to establish and maintain constructive relationships; adapt to changing work priorities; maintain confidentiality; exhibit tact and patience; and work flexible hours.

Required Testing: None Specified

Continuing Education/Training: Maintain Licensure

Required Certificates and/or Licenses: Teacher's Certification and/or License

Clearances: Criminal Justice Fingerprint/Background Clearance; Proof of Tennessee Residency

FLSA Status: Exempt

Employee Type: Certified

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