

Temporary Instructor Job Description

Method Schools is dedicated to providing breakthrough educational tools and practices that deliver maximum results for all families. The Method educational program is made up of a combination of data-driven practices, collaborative learning and virtual content all delivered in a virtual environment to challenge and engage students.

Method Schools is currently looking for temporary instructors in all subject areas to serve independent study students for the 2023-24 school year. Teachers will work closely with students enrolled in online courses that are rigorous and require consistent instructional support along with adherence to independent student regulations.

The Temporary Instructor reports to the Senior Director of Schools and delivers effective implementation and refinement of the educational program.

Key Responsibilities of Temporary Instructor:

1) Provide online instruction and guidance

- Maintain up-to-date grading in courses assigned on a daily basis
- Collect student work samples for each student in assigned courses
- Conduct virtual synchronous instructional office hours twice daily utilizing effective online instructional best practices
- Oversee asynchronous instruction in online courses housed in Smartfox LMS including providing timely feedback to students, differentiating instruction where appropriate, and refining coursework while still maintaining the rigor and integrity of the course
- Proctor finals as needed
- Make learning accessible to all students by implementing effective interventions to ensure student success
- Collect and manage student work and attendance per independent study policies

2) Align to Method Schools Mission and Core Values

- Represent Method Schools brand and culture with professionalism and integrity
- Model a mindset centered on growth for yourself, your students, families, and staff
- Embrace a collaborative and team-oriented approach fostered by communication and trust
- Center data-based practices and decisions on student growth achievement
- Provide the utmost care and support toward all students, families, and staff

3) Commit to ongoing professional growth, learning, and development

- Examine and analyze a variety of data to ensure growth for every student and inform ongoing refinements to instructional practices
- Continuously develop new solutions to existing problems within the educational program
- Utilizing data, seek out challenges to address to further the assessment and intervention elements of the program

\$30/hr.

