



The Arbor Learning Community Part-Time Elementary Teacher

The Arbor Learning Community is a non-profit secular organization specializing in customizable educational learning opportunities for primarily homeschooled elementary, middle, and high school students. We are looking for a Part-Time Elementary Teacher who enjoys designing lessons that are engaging, feature deep-learning, and foster creative and critical thinking for small classes that are welcoming, inclusive, and supportive. Tuesday, Wednesday, and Thursday classes will be in person beginning in Fall 2021; Monday classes will remain online.

Hourly: \$25-29/hour

Hours: approximately 10-20 hours per week according to set schedule for 34 weeks/year, depending on grade level and subject interests

Job Requirements

- 3 or more years of experience teaching in a classroom setting
- Passion for teaching elementary age children
- California Teaching Credential preferred
- Enthusiasm for educational options for homeschooled, inquisitive, gifted, and twice exceptional students
- Ability to interact with children with compassion and courtesy
- Exceptional people skills, including strong verbal, written, and interpersonal communication skills
- Experience with Word and Google Docs required; experience with Learning Management Systems, such as Canvas, preferred
- Fingerprinting required

Job Duties

- Design and teach engaging curriculum for elementary classes for 10-20 hours/week. Hours include class set-up, clean-up, and prep time.
- Communicate with parents weekly via Canvas Learning Management System to keep families apprised of student learning; provide feedback to parents regarding student progress at the end of the session
- Build rapport when communicating with students, families, and colleagues in person, on the phone, and via email; use discretion and confidentiality when processing student and family information
- Set up before and clean up after class as needed, which may include moving tables and chairs
- Walk up and down stairs several times per day; occasionally lift and move materials up to 25 pounds
- Other duties as assigned

To perform the Part-Time Teacher job successfully, an individual must be able to perform all essential job duties satisfactorily. These requirements are representative, but not all-inclusive, of the knowledge, skill, and ability required of a Part-Time Teacher.

The Arbor is an equal employment opportunity employer and will consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, or disability.