### Educator Job Description (Full/Part Time)

**Duties & Responsibilities**

* Embody the core values of the school, the school laws and philosophy.
* Have a deep and continuous understanding in the following areas of development and learning.
* Have a clear understanding of the School’s democracy and the judicial system
* Ensure that the day-to-day environment and operation of the school reflects the school’s educational philosophy.
* Maintain objectivity when teaching
* Supervises all activities indoors and out in order to ensure the safety and the well-being of each child.
* Interacts with children in a warm, nurturing way while being an appropriate adult role model.
* Plan and execute educational in-class and outdoor activities and events.
* Organize and present lessons, workshops in a comprehensive manner.
* Organize and chaperone field trips.
* Provide individualized instruction to each student by promoting interactive learning.
* Facilitate student access to requested educational resources.
* Create and distribute educational content
* Discern students’ progress and provide feedback.
* Advocate for the rights of every student.
* Communicate easily with students of different age groups and/or developmental levels in a respectful, egalitarian, non-patronizing manner.
* Honor each student’s unique educational choices.
* Support the school’s Judicial Committee to effectively resolve rule infractions.
* Interact effectively with people of all ages and backgrounds. (family members, school officials, business contacts, etc.)
* Perform administrative and maintenance tasks required to run the school and care for the property.
* Collaborate with other teachers, parents in regular meetings and professional development.
* Develop and enrich professional skills and knowledge by attending seminars, conferences etc.
* Report all evidence or suspicions of neglect or abuse.

**Skills & Qualifications**

* Proven experience teaching youth ages 5-17.
* Competency in area of expertise
* Ability to work with students by building trust and credibility.
* Ability to teach in a team atmosphere with high energy, flexibility, and patience.
* Ability to follow verbal and written directions, maintain a professional demeanor and restraint at all times, including stressful situations.
* Excellent analytical and problem solving skills as well as a strong customer focus.
* A strict adherence to confidentiality policies is required.
* Ability to work independently and handle multiple priorities and deadlines simultaneously.
* Technologically proficient.
* Willingness and ability to learn additional applications as needed.
* High degree of organizational skills with the ability to be flexible and multi-task with accuracy.
* Demonstrated commitment to diversity and inclusivity and to serving the needs of a diverse and inclusive community with diplomacy and tact.

**General Requirements**

* 18+ years old
* Bachelor’s Degree in related field **or** 10+ years experience
* Bilingual-Spanish (preferred)
* 2-3 years experience teaching interested-based education
* 1-2 years of personal development

**Clearance Requirements**

* CPR/First Aid Clearances
* TB Clearance
* FBI/DOJ Background Clearance

**Physical Requirements**

* Ability to remain standing for extended periods of time, stoop, kneel, and crouch.
* Ability to lift and transport up to 50 lbs. without assistance.
* Ability to sit in a normal seated position for extended periods of time.

**Compensation**

Competitive