

Crosslake Community Schools Job Description

Position: ~~K-12 Seminar and Homeroom~~ Teacher

Location: Crosslake Community School - Online (Remote)

FTE/ Hour Allotment: 1.0 FTE

Immediate Supervisor: ~~Director of Online Learning~~ Online Principal

Position Summary:

The ~~K-12 Seminar and Homeroom~~ Teacher is responsible for delivering high-quality, engaging instruction in both High School Seminar, ~~and~~ Middle School Homeroom courses ~~and elementary program~~. This role is crucial in fulfilling CCS's mission to grow environmentally literate, community-impacting learners of excellence, and in creating an environment where students build meaningful connections with each other, the community, and the environment.

Alignment with CCS Mission and Vision:

This role directly contributes to creating exceptional and relevant learning experiences that help students build meaningful connections with each other, the community, and the environment.

Core Values to Embody and Promote:

1. Respect
2. Excellence
3. Learning
4. Integrity
5. Community

Performance Responsibilities:

1. Instruction and Curriculum Development (Strategic Direction A)
 - Develop and deliver engaging, standards-aligned content for High School Seminar and Middle School Homeroom courses.
 - Implement individualized instruction strategies to meet diverse student needs.
 - Integrate environmental education and community impact themes into course content.
 - Ensure students can learn about topics that interest them and are relevant to their lives.
 - Develop and deliver engaging four day J-Term for Middle level students
 - Work with Middle level teachers to implement orientation into homeroom
2. Student Engagement and Support (Strategic Directions A & C)
 - Create a welcoming, inclusive learning environment in both Seminar and Homeroom Courses.
 - Plan and facilitate weekly meetings for middle level and high school students.
 - Provide academic and emotional support to students, ensuring they feel appreciated, understood, and cared for.

- Facilitate peer connections and community-building activities in the online environment.
- Organize and lead virtual field trips and guest speaker sessions.

3. Technology Integration (Strategic Direction D)

- Utilize online learning platforms effectively to deliver course content and facilitate student interaction.
- Continuously improve technology skills to enhance the online learning experience.
- Ensure online learning platforms and applications are easy for students to use and understand.

4. Assessment and Monitoring (Strategic Direction A)

- Assess and monitor student learning outcomes and alignment with MN standards.
- Provide timely and constructive feedback to students and families.
- Participate in student/parent conferences and online school events.

5. Professional Development (Strategic Direction B)

- Engage in relevant training and professional development activities.
- Collaborate with colleagues to share best practices and improve online instruction.
- Maintain a valid teaching license in assigned areas.
- Attend all middle level team meetings

6. Community and Environmental Engagement

- Develop and implement activities that connect students with their local communities.
- Integrate environmental literacy concepts across Seminar and Homeroom curricula.
- Encourage students to participate in community-impacting projects and initiatives.

Requirements:

- Bachelor's degree in Education or related field; active pursuit of degree is acceptable.
- Current Minnesota Teaching License or eligibility to obtain one.
- Strong proficiency in online teaching methods and technologies.
- Excellent communication and interpersonal skills.
- Demonstrated ability to engage students in an online environment.
- Commitment to environmental education and community engagement.
- Thorough understanding of and commitment to FERPA regulations.

Desired Qualifications:

- Master's degree in Education, Curriculum and Instruction, or related field.
- Experience teaching in online or blended learning environments.
- Background in environmental education or related fields.
- Familiarity with social-emotional learning frameworks.
- Experience in developing project-based and interdisciplinary curricula.

Work Schedule and Agreement:

- Number of Days: 175 (Prorated for start dates after Teacher Workshop Week)

- Hours per day: 8; flexible; general business hours are 7:45 a.m. to 3:45 p.m.
- Expected Hours: School Days and Professional Development Days plus scheduled days in collaboration with the Director of Online Learning

Additional Notes:

- This position requires the ability to create flexible learning experiences that accommodate students' schedules and commitments.
- The teacher will be expected to contribute to a positive school culture that aligns with CCS's core values and mission.
- Occasional travel to the school building in Crosslake, MN may be required for professional development or school events.

Note: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

Board Approved:10/22/2024