



JOB DESCRIPTION: Alternative Education Teacher, Upper School

Nature of the Position

The role of the Alternative Education Teacher links the general curriculum with alternative approaches to instruction, student support and post-secondary transition planning for individual students. Strong emphasis is placed on increasing individual assets and competencies, and the acquisition of specific knowledge necessary for transition planning. The Alternative Education Teacher will report to the Assistant Head for Faculty and Academic Concerns in fulfilling all duties.

Job Requirements

This position requires an individual with the experience, training, and positive attitude to:

- Operate as a team member in carrying out the vision of the Student Services Team and the mission of the Academy
- Adapt to the demands of alternative program needs
- Support classroom routines and individual student learning goals and needs
- Instruct students in small groups for specific programming tasks
- Support behavior management programming that fosters a classroom climate conducive to learning
- Interact and support adolescents in a professional manner
- Utilize strong organizational, communication, and group process skills
- Analyze situations thoughtfully, responding with appropriate and effective action
- Initiate, develop and maintain open, positive relationships with all stakeholders
- Gain the interest, respect and cooperation of adolescent students
- Maintain unfailing confidentiality
- Participate in self-reflection and pursuit of relevant professional growth

Performance Responsibilities

Tasks for this position include but are not limited to:

- Teaching core academic subjects to students in grades 9-12.
- Determining student academic deficiencies, selecting appropriate and engaging instructional materials and strategies, and preparing lesson plans best suited to meet individual or group needs.
- Providing case management assistance to students, families, and other school personnel to help students meet post-secondary transition goals.
- Overseeing truancy support for alternative learners, including potential for home visit or other applicable off campus work
- Collaborating with other faculty responsible for alternative education programming to align classroom, instructional, and functional expectations which best meet the needs of alternative learners.
- Maintaining communication with parents, teachers, administrators and related service providers on an as-needed basis.
- Evaluating and reporting student progress with regular education faculty and members of the Student Services Team.
- Maintaining necessary documentation to support student/programming needs.
- Transporting students to off campus learning opportunities.
- Undertaking other tasks as assigned by the Assistant Head for Faculty and Academic Concerns.