

CRAWFORDSVILLE COMMUNITY SCHOOL CORPORATION

Title of Position/Location:

Adult Basic Education Teacher- Crawfordsville Adult Resource Academy (CARA)

Effective Date of Posting:

7/24/2026

Application Instructions:

Individuals should submit a resume and completed application to Meredith Boaz, Director of Adult Education, via email (mboaz@cville.k12.in.us)

Application Deadline:

Until Filled

Job Description:

The Adult Basic Education (ABE) Instructor teaches adults who are working toward earning their Indiana High School Equivalency Diploma (GED/HiSET).
The ideal candidate enjoys working with adult learners from diverse backgrounds, creates an encouraging classroom environment, and is committed to helping students achieve academic and career success.
This is a part-time, evening position, Tuesdays and Wednesdays, 5:30-8:30 p.m.

Job Requirements:

- Plan and deliver engaging instruction in Adult Basic Education (ABE) and High School Equivalency (GED/HiSET) preparation
- Teach adult education students basic competency in Reading, Math, Social Studies, Science and Language/Writing
- Promote active learning through a variety of instructional methods and strategies
- Assess student learning and adjust instruction to meet individual needs.
- Create a welcoming, respectful, and supportive learning environment.
- Track student attendance, progress, and measurable skill gains.
- Maintain accurate student records and complete required program documentation.
- Integrate technology into classroom instruction as appropriate.
- Encourage student persistence, attendance, and goal achievement.
- Participate in staff meetings and professional development as required.
- Collaborate with program staff to support student success.
- Maintain professional qualities expected of an educator and maintain a continuous learning attitude towards the profession
- Perform other duties as assigned

Certification Requirements or Job Qualifications:

- Bachelor's degree
- Previous experience with adult learners preferred but not required.

Position Start Date:

8/4/2026

Contact Information: (Name, Address, Phone, Email)

Meredith Boaz, Director of Adult Education
2255 Phil Ward Blvd.
Crawfordsville, IN 47933
(765)362-2690
mboaz@cville.k12.in.us

Posting Requested By:

Meredith Boaz

Date:

7/22/26

Central Office Approval:

Dr. Brent Bokhart, Assistant Superintendent

Date:

7/24/26