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## POSITION DESCRIPTION

**TITLE: ONLINE TEACHER**

### POSITION SUMMARY:

ON LINE TEACHING TAKES A LOT MORE TIME AND EFFORT THAN TRADITIONAL CLASSROOM INSTRUCTION.

### SOME CONDITIONS:

- THAT YOU ARE WILLING TO SIT IN FRONT OF A MACHINE FOR 1-2 HOURS STRAIGHT,
- ENJOY ONE-ON-ONE INTERACTION ,
- ARE PREPARED FOR A LOT OF TYPING.
- HAVE FLEXIBLE HOURS
- ENJOY THE ONLINE ENVIRONMENT

### RESPONSIBILITIES:

- HAVE HOME ACCESS TO INTERNET
- BE COMFORTABLE WITH SYSTEM USED TO TEACH ONLINE
- PROVIDE TIMELY AND MEANINGFUL FEEDBACK
- KEEP STUDENTS ENGAGED AND INTERESTED
- ENCOURAGE STUDENTS TO BE CREATIVE AND REFLECTIVE
- SET HIGH EXPECTATIONS
- HAVE OCCASIONAL FACE TO FACE MEETINGS
- ATTEND STAFF MEETINGS
- HAVE FLEXIBLE HOURS
- BE PROFICIENT USING BASIC ELEMENTS OF ONLINE COURSES (EMAIL, THREADED DISCUSSIONS, REAL-TIME CONFERENCING, GOOGLE APPS)

### QUALIFICATIONS:

- HAVE FIRST HAND EXPERIENCE AS AN ONLINE LEARNER OR TEACHER IS PREFERRED
- HAVE HIGHLY QUALIFIED STATUS IN ANY OR ALL LANGUAGE ARTS, SCIENCE, SOCIAL STUDIES, MATH, FOREIGN LANGUAGE AND/OR THE ARTS
- BE LICENSED TO TEACH IN OREGON AT THE MIDDLE AND HIGH SCHOOL LEVEL.

### COMPENSATION:

- SALARY COMENSURATE WITH OTHER STAFF
- BENEFITS INCLUDE HEALTH AND REQUIRED SUPPLEMENTS
- CELL PHONE STIPEND

