

Online Teacher

Date September 22, 2020

City Seattle

Salary Range: \$20.00 per hour

Job Type: Part-Time 25 hours per week, subject to change (i.e. split shift) due to program/season and business needs, Non-Exempt.

Company Description

Empowering Youth and Families Outreach (EYFO) is a 501c3 organization providing year-round academic, enrichment, and leadership programming to K-12 low-income youth in South Seattle and South King County since 2001. EYFO's mission is to make a lifelong impact in the lives of underprivileged youth by offering programming creating resilient leaders who are empowered to achieve their dreams. Our goal is to eliminate the barriers that keep youth of color from realizing their full potential by ensuring that every child is equipped with a high level of support in the identification and pursuit of their aspirations.

Job Summary

- Empowering Youth & Families Outreach is looking to hire a self-motivated and experienced enthusiastic Online Teacher to deliver fun and creative programs for children ages 5-12. Our On-Line Teacher will work with our school-age child care program, which provides a fun, character building, creative, safe, and welcoming environment for children to learn, play, and grow.
- To be successful as an Online Teacher, you should create a safe, nurturing environment that is sensitive to students' learning styles. An outstanding Online EYFO Teacher will demonstrate an awareness of the environmental factors that influence students' progress.
- You should be a competent professional with in-depth knowledge of teaching best practices and legal educational processes. In addition to having excellent written and verbal communication skills, our ideal candidate will also demonstrate outstanding presentation and interpersonal abilities.
- Prepares lesson plans and instructs students in activities designed to promote social, physical and intellectual growth.

Online Teacher Responsibilities

- Instruct students individually and/or in groups, adapting teaching methods to meet students 'varying needs and interests.

- Develops lesson plans and prepares materials and classrooms for online class activities.
- Encouraging participation within the online classroom to promote the consolidation of learning content.
- Mediating conflict between students.
- Establishing relationships with students to ensure that they share cognitive and psychosocial difficulties that may impede their progress.
- Monitoring and reporting on students' progress.
- Reporting recurrent technical difficulties and other notable incidents to the appropriate staff member.
- Respecting cultural differences among students and staff.
- Establishes clear objectives for all lessons and projects and communicates those objectives to students.
- Assists students who need extra help by tutoring and preparing and implementing remedial programs.
- Establishes and enforces rules for behavior and procedures for maintaining order among students.
- Meets with parents or guardians to discuss student progress and to determine priorities for the student and their needs.
- Encourage students to explore learning opportunities and to persevere with challenging tasks.
- Observes and evaluates student performance, behavior and/or social development.
- Assesses needs of class participants and modifies class content or teaching methods to meet those needs.
- Demonstrates ability to lead and facilitate diverse groups of people with the understanding of group dynamics.
- Participates in professional training and/or coursework as needed and required.
- *The company reserves the right to add or change duties as assigned.

Online Teacher Skills

- Excellent verbal and written communication
- Strong knowledge of Microsoft Office (Word, Excel and PowerPoint) and Outlook
- Social perceptiveness
- Instructing
- Learning methodologies
- Active listening
- Active learning
- Critical thinking
- Problem solving
- Complex problem solving

Online Teacher Requirements

- Education: AA or Bachelors of Education with relevant specialization.
- Experience: 1-2 years of related experience; or equivalent combination of education and experience.
- In-depth knowledge of teaching methods and legal educational procedures.
- Outstanding written and verbal communication skills.
- Well-organized with excellent leadership abilities.
- Exceptional interpersonal and presentation skills.
- Proven teaching experience, ideally in a similar setting.
- Personal computer with a built-in or separate webcam.
- Quick and steady internet connection.
- Computer literate.
- Headset fitted with a microphone.
- A well-lit, distraction-free environment from which to conduct your lessons.
- Well-groomed appearance.
- Outstanding verbal, non-verbal, and written skills.
- Excellent interpersonal, organizational, and time management skills.