

**NEW BEGINNINGS HIGH SCHOOL
POSITION DESCRIPTION**

Title: Teacher

Reports to: Campus Directors / Pilot Director

Position type: 11 month position (Exempt)

Company Overview

New Beginnings High School (NBHS) is an innovative organization, transforming education through academic and social support services. Our Mission is to create the best educational environment for students who are seeking a new beginning.

Position Summary

The New Beginning High School Teacher is responsible for supervising, educating and supporting students to help them accomplish learning benchmarks by applying a blended learning approach that combines traditional classroom instruction with online/hybrid instruction.

Key Responsibilities

- Support NBHS by attending community service and outreach activities throughout the year.
- Manage all aspects of the blended learning classroom for assigned subject area/s.
- Create a learning environment conducive to customer achievement and ongoing student development.
- Develop lessons that align with defined State Standards.
- Present instructional content in an effective and engaging manner.
- Enhance lessons through the use of varied and purposeful questioning.
- Establish a positive, respectful, welcoming, and inclusive classroom environment
- Use NBHS's positive behavior system to manage customer behavior.
- Plan and collaborate with support staff and implement differentiated instruction to meet customer needs.
- Develop and administer subject specific assessments and customize individual learning plans based upon customer competency levels.
- Assess customer progress toward objectives, expectations, and/or goals.
- Conduct home visits to various socio-economic neighborhoods, to investigate customer truancy and/or low academic performance.
- Provide excellent customer service.
- Direct the work of para-professionals, volunteers and/or student workers.
- Facilitate and report on assigned committee meetings assigned.
- Prepare for and participate in Retention Check In (RCI) reviews and other state sponsored audits, upon request.
- Support recruitment, marketing, building community relationships, and retention by visiting the physical communities where our customers reside.
- Participate in relevant school meetings.
- Assist with the implementation of pilot programs and projects (as needed).
- Use multiple SIS systems to monitor student progress for virtual learning.

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- Engage daily with students through multiple platforms.
- Compile, assess, and maintain customer data that drives academic goals for student growth and achievement.
- Maintain an orderly, safe, and clean classroom.
- Support all NBHS staff and customers in both face-to-face and virtual settings.
- Support school Mission by assisting with home visits.
- Conduct annual review and propose appropriate updates to the *Teacher Reference & Procedures Manual*.
- Perform other duties as assigned.

Minimum Qualifications

- Bachelor's degree from an accredited college/university
- Valid Florida Educator's Certificate in the subject/s assigned to teach
- Excellent written and verbal communication skills
- Background check and fingerprinting clearance
- Evidence of ongoing professional development
- Knowledge of applicable computer software and hardware process applications such as spreadsheets, word-processing, database and operating systems, and/or presentation software
- Valid Florida driver's license, reliable transportation and valid automobile insurance

Key Competencies

Ability to coordinate work tasks to establish priorities, set goals and meet deadlines. Ability to maintain confidentiality. Able to exhibit tact and patience. Ability to perform duties accurately and efficiently. Posses an unwavering belief that all customers can learn and achieve success in school. Able to demonstrate success in leading customers to significant academic growth and maintain a positive learning environment. Able to set high expectations, contributing positively to NBHS culture. Ability to maintain professional and technical knowledge by attending educational workshops, reviewing professional publications; establishing personal networks; and participating in professional societies. Able to demonstrate excellent interpersonal skills and an ability to work with individuals/groups from diverse socio-economic backgrounds. Desire to serve students in an above and beyond mentality. Periodically checks emails and phone messages after hours and on the weekend. Urgent work-related email and phone messages should be answered after 1-2 hours of receipt.

Physical Environment

Requires working indoors and outdoors. Requires sitting, standing, walking, bending, stooping, and climbing. The usual and customary methods of performing the job's functions require the following physical demands: some lifting, carrying, pushing, and/or pulling; and significant fine finger dexterity. Generally the job requires 10% sitting, 45% walking, and 45% standing. Must have the ability to utilize and interact with whiteboard technology. Must be able to endure outside weather conditions and elements for the purpose of home visits. This position may require travel.

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The duties are intended to describe the nature and level of work being performed by the employee assigned to the position. This job description is not meant to be construed as an exhaustive list of all responsibilities, duties, and skills required of this position. Other duties may be assigned which are not listed. Additionally, when duties and responsibilities of this job change, this job description will be reviewed and updated, subject to changes and business necessity.

The New Beginnings High School, Florida, prohibits any and all forms of discrimination and harassment based on race, color, sex, religion, national origin, marital status, age, homelessness, or disability or other basis prohibited by law in any of its programs, services, activities or employment.

