

	Position: Part Time Teacher	
	Department: Family Youth and Intervention (FYI)	
	Pay Rate: \$24.75	Status: Non-Exempt
	Last Revised: 07.01.2023	

Definition

The part time teacher for The Children’s Cabinet academic programs will provide direct and on-line instruction to youth participating in the various education programs. This position is designed to create an educational atmosphere for high school students where students have the opportunity to fulfill their potential for intellectual, emotional, physical and psychological growth. This position is a collaboration with Washoe County School District, Nevada Department of Education and The Children’s Cabinet. This person is responsible for organizing and implementing an instructional program that will result in students achieving academic success in accordance with District and State standards along with The Children’s Cabinet Policies.

Duties

- Implements instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences. These activities include direct and on-line instruction.
- Identifies, selects, and modifies instructional resources to meet the needs of the students with varying backgrounds, learning styles, and special needs.
- Works collaboratively with the IEP Case Managers to implement the student’s IEP.
- Works collaboratively with the student’s case manager to implement the student’s Academic Personal Plan.
- Assists in assessing changing curricular needs and offers plans for improvement.
- Maintains effective and efficient record keeping procedures.
- Provides a positive environment in which students are encouraged to be actively engaged in the learning process.
- Communicates effectively, both orally and in writing, with students, parents, and other professionals on a regular basis.
- Collaborates with peers to enhance the instructional environment.
- Models professional and ethical standards when dealing with students, parents, peers, and the community.
- Ensures that student growth and achievement is continuous and appropriate for age group, subject area, and/or program classification.
- Establishes and maintains cooperative working relationships with students, parents, and schools, as measured by The Children’s Cabinet and Washoe County School District.
- Demonstrates gains in student performance.
- Meets professional obligations through efficient work habits such as: meeting deadlines, honoring schedules, coordinating.
- Work with supervisor and other administration from WCSD to continue to improve and better the classroom environment through feedback and data collected via weekly classroom observations made either by the immediate supervisor and/or WCSD administrators.

- Achieve an understanding of agency mission, strategic focus areas and overall goals and objectives. Contribute to the success of these areas.
- Perform other duties as assigned.

Entry Level Qualifications

Knowledge of

- Family and youth relationship issues.
- Appropriate interactions with youth and families.
- Community Resources

Ability to

- Keep appointments punctually, be organized and demonstrate follow through.
 - Learn new ideas and skills by reading and with hands-on-training.
 - Express ideas clearly and concisely both orally and in writing.
 - Work with adults and youth of diverse backgrounds and beliefs.
 - Problem solve in stressful situations
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Special Requirements

- Bachelor Degree or higher.
- Possess a current Nevada Teacher License or may have a current substitute-teaching license with a willingness to become fully licensed.
- Math and Science emphasis will be given special consideration
- Bi-lingual in Spanish is preferred.

Benefits:

- This is a part-time, year round position, not eligible for benefits.
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