

Vacancy Posting Notice

Job Title: Japanese 9-12(Part Time)

Program Name: JEDI 4K-12 Virtual School-

Location: CESA 2 Innovation Center Suite 219

Whitewater, WI 53190

Program Director: Dr. Leslie Steinhaus

Start Date: August, 2016

Starting Wage: \$ 160.00 per student/per semester

Brief Job Description: This Part time position requires delivering the Japanese course content in an online environment to meet the needs of students. Also to guide and encourage students to develop their full curricular potential.

Essential Duties:

1. Establish and communicate clear objectives for all learning activities.
2. Deliver instructional activities that facilitate online learning experiences
3. Provide a variety of learning materials and resources for use in educational activities, as needed.
4. Identify and utilize different instructional resources and methods to support the learning needs of students at varying levels of progress.
5. Evaluate student performance and development.
6. Assign and grade class work, tests, and assignments as appropriate.
7. Provide appropriate feedback on student work.
8. Monitor and encourage individual student progress.
9. Prepare required reports on students as needed
10. Participate in JEDI meetings and professional development activities as appropriate.
11. Stay current with most recent developments in appropriate subject area as initiated by the school.
12. Foster and maintain effective communication with parents and/or guardians.

Skills Required:

Ability to communicate online, comfortable with technology and learning management systems, working with variety of student academic abilities, ability to engage students, flexible and willingness to reach out and respond to students in a timely manner

Qualifications and Experience:

- 1. Bachelor's Degree or Higher from an accredited college or university. Masters Degreed preferred.**
- 2. Certification as required by the State of Wisconsin in the field of assignment.**
- 3. Other professional and personal qualifications as deemed necessary for acceptable fulfillment of assigned responsibilities.**

How to apply: Send Resume to: Leslie Steinhaus—Imsjedi@cesa2.org

Application Deadline: June 1, 2016

Approved: Leslie Steinhaus, JEDI Director

Date: May 17, 2016

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