



Job Description

Position: Teacher
Division: Faculty

Classification: Exempt
Reports to: Principal

General Description:

The teacher continually nurtures the students with the joy of discovery and a passion for learning. The teacher facilitates the social, emotional, physical, intellectual, and moral growth of the student, paying special attention to the mastery of skills and concepts in Campus, Blended, and/or Distance learning. These are the foundations of all future learning.

Skills:

The teachers must have the following essential skills:

1. **Leadership skills**- teachers are strong leaders, able to maintain virtual classroom discipline and successfully guide students through lesson plans.
2. **Motivational skills** – teachers use motivational skills and strategies to encourage students to learn and keep engaged in their education.
3. **Communication skills** – teachers have strong verbal and written communication skills to instruct and educate students, grade written work, and deliver reports to parents.
4. **Computer skills** – because of the nature of the job on campus and on Distance Learning (on special occasions when needed), must have excellent computer skills and be able to work with multiple types of computers, devices, and software programs.
5. **Analytical skills** – teachers use analytical skills to evaluate student work and ongoing student progress.

Qualifications:

- Bachelor’s Degree in Education or Subject Matter with one or more years of experience.
- Teaching certificate from the Department of Education of Puerto Rico.
- Verbal and written proficiency in English.
- Computer Skills.

Work Conditions:

Classroom environment.

Note: A job description includes the duties and responsibilities to provide fair compensation. It is not an exact list of responsibilities, skills, or work conditions associated with the job title.
