EVENING SCHOOL JOB DESCRIPTION

Reports to: Building Principal

Employment Term: Current school year

Salary Schedule: $20.00 per hour

Primary Function: The purpose is to provide academic support through tutoring, independent study and/or teacher assigned lessons with core academic or elective subjects. To provide monitoring and academic instruction. Job sharing of these positions as assigned by the building principal is permissible pending Board approval.

Qualifications:

1. Professional teaching certificate in high school Mathematics, Social Studies, English/Oral Communications and/or Science.
2. Current faculty at the respective school will have preference for positions.

Typical Duties and Responsibilities:

Under the direction of the building principal or liaison, the teachers assigned to the Evening School will:

1. Collect assignments from core and elective teachers of students referred.
2. Take attendance.
3. Provide tutoring through one on one or small group instruction or monitor independent study to address the individual needs of students assigned to Evening School
4. Monitor students assigned for discipline and/or attendance reasons.
5. Provide information on the performance/attendance of referred students to referring teachers and/or school administration.