



## **Home Education Facilitator – Job Posting** **in Airdrie, Edmonton, Red Deer, and Three Hills**

### **Synopsis**

As a home education facilitator, the teaching role is significantly different than in a typical classroom setting. In Home Education, parents have assumed the full responsibility of planning and educating their children. Your role is to coach, mentor, guide, encourage and hold the family accountable.

### **Qualifications**

- Have a Bachelor of Education degree
- Hold a valid Alberta Education Teaching Certificate
- Be creative, independent and a self-starter
- Have personal experience in Home Education
- Be supportive of home education
- Align with the mission and vision of ACA
- Conduct themselves in a professional manner

The following will be considered assets:

- Experience homeschooling their own children
- Former Facilitator experience
- Extensive knowledge of home education curriculum choices
- Experience with Google

## **Responsibilities**

- Cooperate with the ACA@Home Principal, senior leadership and administration in implementing all policies, procedures and directives governing the school
- Possess knowledge of both Alberta Education Program of Studies and alternative homeschool curriculum
- Possess knowledge of best practices and strategies in home education.
- Demonstrate operational ability of Online systems and technologies
- Assess academic progress of students and provide written reports
- Communicate with parents and administration regarding concerns of academic development
- Represent ACA@Home in a favourable and professional manner to families and the general public
- Develop and maintain rapport with students, parents and colleagues by treating others with respect, dignity, and kindness
- Maintain a growth mindset and seek counsel from parents, staff and administration
- Attend and participate in meetings and events related to the role in ACA@Home
- Participate in planning and implementing community days and field trips for home education students
- Ensure the requirements of Alberta Education are satisfied with respect to the home education regulations
- Continuous seek opportunities to grow spiritually and professionally

- Support the broader scope of the school by being involved in events with ACA@Home and ACA

- Perform other duties as assigned by the administration

### **Position Overview**

- Reporting to: ACA@Home Principal
- Closing Date: Open until position is filled
- FTE: To be determined, based on students you would be facilitating, salary paid per student
- Type of Contract: Probationary
- Contract Start Date: Fall 2024
- Travel: To residences of home education families

**Please apply through the link on our website:**

**<https://www.acaathome.com/careers.html>**

**Thank you for your interest in this position. Only those selected for an interview will be contacted. Resumes of individuals not granted an interview will be disposed of appropriately.**

**Page 2**