



## Hybrid High School / Home Education Enrichment Program – Teacher – Job Description

### Synopsis

ACA At-Home Airdrie is offering a 1.0 FTE teaching position for a Science teacher in a unique in a blended learning, distance education role. This position includes .7 FTE in high school sciences and .3 FTE in Grade 9 Science. Our Hybrid High School model is a full time, distance education program with two in-person days per week to students in Grades 10-12. On the in-person days, (Monday and Friday), students take their core courses as well as PE, Bible, and select additional courses synchronously with their teachers. On Wednesdays and Thursdays, ACA At-Home offers a 1 Day/Week Shared Responsibility enrichment program for grades 1-9 Home Education families in the Airdrie area. On that day, students in Grade 9 take ELA PE, and Science.

### Position Overview

Reporting to: ACA At-Home Principal

Closing Date: Ongoing

FTE: 1.0

Type of Contract: Probationary

Contract Start Date: August 24, 2026

### Qualifications

The ACA At-Home Teacher must be a born-again Christian who is in full agreement with our Statement of Faith, agrees to abide by the school's Moral Conduct Policy, and is committed to fulfilling the School's Mission.

*The ACA At-Home Teacher must:*

- Have a Bachelor of Education degree
- Hold a valid Alberta Education Teaching Certificate
- Be creative, independent and a self-starter
- Conduct themselves in a professional manner

*The following will be considered assets:*

- Experience in teaching secondary grades
- Education/Experience in teaching Science
- Experience with Google Suite and/or other online learning platforms
- Developing online learning content

### **Responsibilities**

1. Cooperate with the ACA At-Home Principal, senior leadership and administration in implementing all policies, procedures and directives governing the school.
2. Possess knowledge of best practices and strategies in creating engaging lessons (both in-person and online), assignments and projects for students.
3. Demonstrate operational ability of Online systems and technologies.
4. Assess academic progress of students and provide written reports.
5. Communicate with parents and administration regarding concerns of academic development.
6. Represent ACA At-Home in a favourable and professional manner to families and the general public.
7. Develop and maintain rapport with students, parents and colleagues by treating others with respect, dignity, and kindness.
8. Maintain a growth mindset and seek counsel from parents, staff and administration.
9. Attend and participate in meetings and events (Community Days, Field Trips) related to the role in ACA At-Home.
10. Participate in planning and implementing community days and field trips for ACA At-Home students.
11. Continuously seek opportunities to grow spiritually and professionally.
12. Support the broader scope of the school by being involved in events with ACA At-Home.
14. Perform other duties as assigned by the administration.

## **Spiritual Responsibilities**

1. To model in speech, actions, and attitude, a consistent daily walk with Jesus Christ.
2. To show by example the importance of the Word of God, prayer, fellowship, and Christian service.
3. To follow the Matthew 18 principle in dealing with students, parents, administration, and staff.
4. To recognize that parents have the primary responsibility before God for their children's education and to assist them in that task.
5. To help students understand God's love for them, to motivate them to accept His gift of salvation, and to help them grow in their faith.

## **Professional Regulations**

ACA At-Home teachers are held to a high standard of moral and professional conduct. With our highest standard being Christ and Scripture, we also abide by the Teaching Quality Standard as set by Alberta Education. Please review the TQS and note that teachers are required to submit a Professional Growth Plan each year demonstrating growth in various professional areas.

## **Time Commitment**

This is a 1.0 FTE position. As such, time to prepare, assess, and plan may fall outside of the in-person learning times throughout the week. However, additional instructional and non-instructional time is factored into the role. In-person instructional time happens full days on Monday and Friday, and half days on Wednesday and Thursday. The additional days afford flexibility of schedule to implement the additional distance ed. Instructional time.

Time requirements include:

- Being available for calls and emails from students (ongoing)
- Posting and monitoring relevant work on Canvas (our learning management system)
- Attend monthly staff meetings and two organizational days to close the year
- Attend morning staff prayer time
- Attend staff PD
- Help plan and implement ACA At-Home Community Events

### **Accountability**

1. The ACA At-Home Teacher will report directly to the ACA At-Home Principal.
2. The ACA At-Home Teacher will be annually reviewed by the ACA At-Home Principal.

### **Submitting your Application**

If you fit the candidate profile and requirements above and are interested in applying for this position, please apply on the website through the [Apply Now](#) button.

*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.*