Home Education Enrichment Program Teacher - Edmonton - Job Description

Synopsis

ACA At-Home is offering a 1 Day/Week Shared Responsibility enrichment program for grades 1-9 Home Education families in the Edmonton area. On that day, students will take Science (Exploring Creation), PE, Drama, and Art. ACA At-Home is hiring a 0.20 FTE teacher to teach Science and Math on Thursdays.

Position Overview

Reporting to: ACA At-Home Principal
Closing Date: Open until filled
Contract Start Date: August 26, 2026
Duration: August 26, 2026 - June 24, 2027 could transfer into the upcoming school year with a potentially modified course load and FTE
FTE: 0.20
Type of Contract: Probationary

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
- Be supportive of Home Education
- Conduct themselves in a professional manner

The following will be considered assets:

- Experience in teaching elementary grades
- Education/Experience in teaching Science
- Experience with Google Suite

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, 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.
13. 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 0.20 FTE position as the teaching time is 0.66 day per week. As in a 1.0 teaching job, time to prepare, assess, and plan may fall outside of this half a day per week. It is expected that teachers do complete work outside of the designated teaching time.
Time requirements include:

- Being available for phone calls and emails from students and family (ongoing)
- Posting and monitoring relevant work on Google Classroom
- 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 Vice -Principal.
2. The ACA At-Home Teacher will be reviewed by the ACA At-Home Principal during their probationary period

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.