



Position Announcement: at Dallas Community School

About Dallas Community School

Dallas Community School (DCS) is a public charter school located in Dallas, Oregon. Organized and operated by a grassroots nonprofit called Community Innovation Partners, Dallas Community School provides personalized learning opportunities for students in grades K-8. Our approach emphasizes community-based learning, where parents and other adults play a primary role in education and licensed teachers serve as skilled coaches, mentors and guides. We emphasize democratic learning, problem-based learning, and a variety of other innovative approaches that meet the unique needs of our students. While we are truly a “school without walls” DCS will also offer optional enrichment classes at our site in Dallas that will build upon students’ unique skills and interests. Dallas Community School is a tuition-free public charter school sponsored by Dallas School District 2. Read more about us at www.DallasCommunitySchool.org.

About This Opportunity

The Education Guide (EG) is a licensed teacher who serves as the primary interface between students and Dallas Community School. The EG leads development of Personalized Learning Plans (PLPs) and looks for innovative approaches that connect students and their parents with appropriate and exciting educational resources.

As the primary point of contact between the school and our homeschooling families, you will be responsible for connecting DCS families with educational options that align to each student’s personalized learning goals. You’ll help parents better understand where their children are excelling and how they could benefit from additional development. You’ll meet with students in person on a regular basis and also connect regularly via email and online interfaces. Because we are a community-based school, you will meet with students in their home environment or another agreed-upon location.

Guides will split their time between managing their home school student caseload and teaching classes at our site in Dallas. **On site classes** are offered Monday through Thursday and emphasize core studies consisting of a multi-age group with an average class size of 16. You’ll work with students and their parents to develop learning opportunities that meet the individual needs of your students within a dynamic, project-based classroom where creativity and innovation are valued above all.

This isn’t your typical teaching opportunity. Most of your time will be providing **consultation and support** for students on your caseload. While providing support to families, there are no structured classrooms, no papers to grade, and no lesson plans to develop. Though curriculum follows standards, there is no one standard curriculum that is used by all students. Instead of classroom management and test scores, you will focus on making sure records are managed and individual needs of students are met. Your caseload will consist of between 12 and 20 student meetings per week, giving you plenty of time to prepare, order student supplies, travel to meetings, communicate with students via email, and maintain records. You will be evaluated based on your ability to draw upon your unique skills and training to connect students with excellent resources and develop productive relationships with your students’ education team.

Guides are offered full benefits, paid time off, a competitive salary, professional development opportunities, and a flexible schedule.

Who We're Looking For

We believe the most successful candidates will be out-of-the-box thinkers who fully embrace the idea of education that takes place in community-based and personalized learning environments. You are someone who understands that not all kids learn at the same pace and that a once-size-fits-all approach doesn't work for everyone. We're looking for people who are passionate about igniting a lifelong approach to learning and embrace the idea that parents, family, and community can (and do) play an enormous role in education.

A successful candidate is someone who likes the idea of a flexible work environment (after all, you'll be traveling within Marion and Polk counties to meet with your students) and is willing to approach challenges with grace and a can-do attitude. Guides have either an Elementary Multiple Subject Matter Endorsement (for facilitating grades 1-6) or Single Subject Matter Endorsements (for facilitating grades 7-8). As a DCS Guide, you are willing to try new approaches, roll with change, and develop productive relationships with people from all backgrounds. You're someone who truly cares about the unique needs, abilities, and interests of your students and you're ready to help your students develop a learning path that reflects those abilities and interests. You've likely got a few tricks up your sleeve when it comes to determining individual student strengths and development areas, and you excel at positive communication. You're a highly organized, accomplished, enthusiastic educator and you're ready to put your skills to work in a new and refreshing way.

Education Guides meet the following qualifications and skills:

Required Qualifications

- Valid Oregon teaching license with appropriate endorsements
- Bachelor's degree from an accredited university
- Meets definition of highly qualified
- At least two years' experience as an educator in a public, private, or alternative education setting.
- At least one year experience in curriculum selection, standards-based instruction, unit-based studies, and assessment methods.
- Demonstrated understanding of community-based learning including nonformal education settings, homeschooling, and alternative education.

Knowledge, Skills, Abilities:

- Able to check email daily and respond within 24 hours unless holiday or weekend.
- Available and willing to meet face-to-face with students and parents on a scheduled basis.
- Operational knowledge of web-based communication platforms and Microsoft office suite.
- Strong communication skills – written, oral, telephone, e-mail.
- Access to personal transportation; insurable driving record.
- Ability to engage and motivate diverse community of learners with high regard to individual interests, learning styles, and academic backgrounds.

Desired Qualifications:

- Master's degree in a relevant field
- Direct experience working with homeschooling families, nonformal learning environments, or other nontraditional fields.

To Apply:

1. View the complete position description at <http://dallascommunityschool.org/employment>.
2. Email the following documents to jobs@DallasCommunitySchool.org with *Education Guide in the subject line*.
 - Cover letter
 - Resume
 - List of professional references if not included in your resume
 - Copy of Oregon Teaching License (both sides)
 - Letter of Reference from your most recent supervisor
 - Complete College Transcript (need not be official)
 - Completed supplemental questions (found on our website)

Due to the anticipated number of applications expected, we regret that we cannot personally reply to every inquiry. Applicants selected for an interview will be notified by phone. Applicants selected for hire must pass a drug screening and a comprehensive criminal, driver, and personal history background check.

Position open until midnight on May 25, 2017. Interviews will **most likely** be held on June 2, 2017.