



JOB DESCRIPTION

Job Title	Title IA Teacher, FACTS Ed Solutions	People Manager	No
Dept of Ed	No	Subject to Prevailing Wage	Select from list
Security Clearance	None required	Travel Percentage	TBD (possible local travel between school sites)
Physical Requirements	Lifting 10 - 50 pounds	Flexible Shifts	No
Manage a Budget?	No	Budget Amount	NA
Internal Contacts	FACTS Education Solutions, Federal Programs Operations Manager, Title I Manager	External Contacts	Private, Non-Public Administrators, Public School District Personnel, Teachers, Parents, Students, PD Trainers

These items are to be completed by Compensation

FLSA	Non-exempt	WC Risk	8868
EEOC	Administrative Support	Grade/Band	11
Job Code	NES089	Date Final	08/16/2017

SUMMARY:

Are you driven by helping students achieve their academic goals? Are you tech savvy? We are seeking teachers to work part-time as Title I Instructional Specialists (teachers) with students during the regular school day, providing instructional services in the areas of reading, language arts, and mathematics.

JOB RESPONSIBILITIES:

1. Provide an engaging and safe environment that encourages student success in the areas of reading, language arts, and mathematics
2. Deliver supplemental instruction through push-in and pull-out programs during the school day and/or after school
3. Implement supplemental programs in the areas of reading, language arts, and mathematics, according to Title I regulations, and FACTS Education Solutions' procedures, policies, and contract requirements
4. Analyze assessment data to create individualized learning paths and activities that supplement classroom instruction
5. Incorporate the use of online lessons and activities via iPads/tablets

6. Provide district, school leadership, parents, and classroom teachers with pre and post assessment data, student progress reports, and supporting compliance documentation as required
7. Establish strong parent involvement programs and relationships that encourage student participation and success
8. Collaborate and establish relationships with colleagues to create a strong partnership/school community
9. Manage inventory of Title I resources

EDUCATION:

Bachelor’s Degree in Education preferred

EXPERIENCE:

Minimum 3 years of experience working in a classroom setting or comparable experience

Experience working with English Language Learners preferred

COMPETENCIES – SKILLS/KNOWLEDGE/ABILITIES:

1. Passion for education, focusing on the success and achievements of students, parents, and fellow educators
2. Basic knowledge and understanding of federal programs, policies, and procedures
3. Exemplary skills monitoring, tracking, and evaluating data to assess program effectiveness
4. Technically savvy
5. Demonstrated ability to set priorities and achieve results
6. Ability to work independently and as part of a collaborative team
7. Ability to develop positive professional relationships, internally and externally

Nelnet is an Equal Opportunity Employer, complies with Executive Order 11246, and takes affirmative action to ensure that qualified applicants are employed, and that employees are treated during employment, without regard to race, color, religion/creed, national origin, gender, or sex, marital status, age, disability, use of a guide dog or service animal, sexual orientation, military/veteran status, or any other status protected by Federal or State law or local ordinance. Qualified individuals with disabilities who require reasonable accommodations in order to apply or compete for positions at Nelnet may request such accommodations by contacting Nelnet Talent Acquisition & Recruiting.

Nelnet is a Drug Free and Tobacco Free Workplace.

	Name	Date
Management Approval	Jeremy Beck	
Compensation Approval	Katie Griffis	