



AVLI TEACHING POSITION - GENERAL

PRIMARY OBJECTIVE OF POSITION

To utilize robust communication, engagement, and assessment strategies in crafting and delivering the best possible learning experience for AVLI students.

GENERAL DETAILS OF POSITION

AVLI teachers are passionate about their discipline and innovative in their teaching methods. They are responsible for designing and delivering online courses to be housed within the AVLI learning management system (LMS) that incorporate engaging learning experiences using both synchronous and asynchronous means as well as a variety of online tools.

- Teachers are employed on a course by course basis. To fairly reflect the work involved, remuneration depends in part on the number of students enrolled in the course.
- The time commitment involved is typically about 5-10 hours per week per course once the course is in session.
- AVLI is a virtual organization with no formal office. Staff and teachers work independently and remotely. Students are from member schools located throughout North America.
- Teachers report to the Chief Academic Officer.
- Teacher professionalism and collegiality is integral to our success. AVLI provides numerous opportunities for teachers to connect and to grow.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

Working within AVLI's learning management system (LMS):

- Develop an understanding of the tools available and their best practices.
- Design course materials.
- Maintain course site in an active way while the course is in session.

Working with students:

- Communicate regularly with students and respond promptly to student-initiated communication.
- Coach students actively throughout the course to help them succeed to the best of their ability.

Working with AVLI Leadership

- Embrace development opportunities and work to continuously improve pedagogical practice and course design.

EDUCATIONAL REQUIREMENTS

Bachelor degree in Education or academic discipline relating to course content.

SKILLS REQUIREMENTS

AVLI teachers pride themselves on combining the very best of cutting edge online and face-to-face teaching techniques. Our courses provide a unique opportunity to rethink the approach and flow of a traditional course, allowing teachers to embrace a move from instructor to student coach.

To that end, the ideal candidate will be highly organized, prompt, dependable, passionate, innovative, willing to take chances, and excited by opportunities to improve.

Technical Skills

- A comfort level with technology that fosters a willingness to adapt and experiment with tech tools.
- Experience using a learning management system, preferably Moodle.

This job description is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as appropriate. This document does not represent a contract of employment, and AVLI reserves the right to change this job description and/or assign tasks for the employee to perform as appropriate.