



Lower School Instructor (Part-Time)

Salary

Starting at \$9,760 (\$20/hour)

Supervisor

Head of School

Time Commitment

8:45am-3:30pm on campus on Mondays and Thursdays and approximately 1-2 flexible hours working from home per week (depending on position) for the 2025-2026 academic year

Grades/Subjects

- Kindergarten
- First Grade
- Second Grade
- Third Grade
- Fourth Grade
- Fifth Grade
- Reading (K-2nd)
- Specials (art, music, STEM lab, drama, etc.)

Responsibilities

- Executes all lesson plans provided by KHA in the classroom on school days
- Provides differentiated instruction to meet students' academic needs
- Provides work for home days as needed using instructor resource folder to benefit students who need extra practice or extra challenge
- Implements KHA virtue recognition program and enforces KHA standard of behavior
- Provides guidance to assistants
- Oversees nap time in the afternoon and utilizes this time to prepare lesson materials for upcoming days (Kindergarten only)
- Effectively uses provided grading and communication platforms
- Ensures students are supervised at all times throughout the school day
- Sends weekly parent email updates
- Submits grades by deadlines given by Head of School
- Responds to parent emails within 24 hours and regularly communicates academic needs and concerns to parents

Education Requirements

Bachelor's degree or advanced degree in an education-related field OR bachelor's degree in any field with teaching license or certification strongly preferred but not required.



Experience Requirements

1+ years of teaching experience strongly preferred. Hybrid school or homeschool experience preferred but not required.

