



## Company Description

**Carone Learning** is a curriculum provider specializing in online health, physical education, and career courses for grades K-12. Carone Learning has an AdvancEd accredited online school, **cFitness Academy**, that provides supplemental online courses for students needing credit in health, PE, or elective courses. Our mission is to empower youth and adults as they develop a lifelong commitment to health and fitness and explore career options. Learn more at [www.caronelearning.com](http://www.caronelearning.com).

## Job Description

**This position is for a health and/or health CTE certified teacher to facilitate high-school students as they progress through pre-designed online courses.**

This is a contract position that can be done anywhere on a flexible daily schedule, but does require a high speed internet connection and familiarity with email and basic online technologies. Some additional training will be provided. Payment is on a per student basis. This job is ideal for full or part-time teachers looking for additional side work or others who have a teaching certificate seeking flexibility in their work hours and location.

Additional duties include:

- Pro-actively communicate (at least weekly) with students, parents, and/or counselors by email and occasionally by phone about student progress
- Promptly grade assignments (within 3 days of submission, M-F)
- Promptly respond to phone or email questions from students, parents, or counselors (within 24 hours M-F)
- Provide individualized feedback to students on course work
- Maintain accurate records including a communication log and online grade book
- Encourage and motivate off-task students via email, phone, and online conferences

## Requirements & Skills

- Must have a current teaching license with health or health CTE endorsement. Physical education credentials also favored.
- Comprehensive knowledge of subject areas.
- Familiar with basic online technologies, email, and Microsoft Office applications
- Excellent oral and written communication skills
- Some experience with eLearning or online courses is preferred
- Good organizational and time management skills
- Knowledge of educational theory and pedagogy is preferred
- Must be self-motivated, reliable, and trustworthy

Send a resume and cover letter to Katie Carone, [katie@caronefitness.com](mailto:katie@caronefitness.com), and Rhonda Wheelright, [wheelwright@caronefitness.com](mailto:wheelwright@caronefitness.com).