



Maplewood Richmond Heights School District

2531 S. Big Bend Blvd
Maplewood, MO 63143
(314)644-4400

MRH 2025 Summer Academy

Summer Academy Middle and High School Virtual Learning Specialist

2 Teachers (certified 9-12 grades): June - July (Excluding July 4th and Juneteenth)

Overview:

The Maplewood Richmond Heights School District is seeking a dedicated and innovative Virtual Learning Specialist for the summer months. This role is pivotal in monitoring and supporting high school students enrolled in credit recovery and credit acquisition courses through the LAUNCH platform. The primary goal is to ensure that 100% of enrolled students successfully complete and earn credits for their courses. A teaching certification is not required.

Position 1 - June

June: 175 hours, \$33 per hour board rate, Up to \$5,775

Position 2 - July

July: 175 hours, \$33 per hour board rate, up to \$5,775

Key Responsibilities:

- **Monitor Student Progress:** Regularly track and assess student progress in credit recovery and acquisition courses on LAUNCH. Identify students who are lagging behind or facing challenges.
- **Provide Support:** Offer in-person support to students who are not demonstrating proficiency or adequate progress in their courses. This may involve one-on-one tutoring, group sessions, or other educational interventions.
- **Collaborate with Educators:** Work closely with teachers and administrators to develop strategies that support student learning and course completion.
- **Report Generation:** Prepare and maintain accurate records of student progress and interventions. Regularly report to the school administration on student achievements and challenges.
- **Student Engagement:** Encourage and motivate students to stay engaged with their coursework. Implement strategies to boost student participation and interest.
- **Feedback and Improvement:** Collect feedback from students and educators to continually improve the virtual learning experience. Implement changes as necessary to enhance program effectiveness.

Qualifications:

- Employed by the MRH School District

- Experience in virtual learning environments and familiarity with online educational platforms, preferably LAUNCH.
- Strong understanding of the educational needs and challenges of high school students.
- Support student success
- Excellent communication and interpersonal skills.
- Ability to provide effective in-person support and interventions.
- Proficient in data analysis and report generation.
- Demonstrated ability to work independently and as part of a team.

Any qualified person who would like to be considered as a candidate for this position should apply online at:

<https://www.applitrack.com/mrhschools/onlineapp/>

Any questions should be directed to: chris.mcgee@mrhschools.net or stephanie.bechard@mrhschools.net

Notice of Non-Discrimination

The Maplewood Richmond Heights School District is committed to maintaining an educational and workplace environment that is free from discrimination, harassment, and retaliation in admission or access to, or treatment or employment in, its programs, services, activities and facilities. The District is committed to providing equal opportunity in all areas of education, recruiting, hiring, retention, promotion and contracted service. In its programs and activities, the District does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law and as required as required by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. In addition, the District provides equal access to the Boy Scouts of America and other designated youth groups. Further, no person shall be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination based on the above-listed characteristics under a school

nutrition program for which the District receives federal financial assistance from the U.S. Department of Agriculture (USDA Food and Nutrition Service).

The following person is designated and authorized as the District's Non-Discrimination and Title IX Coordinator to coordinate compliance with the laws identified above, including to handle inquiries or complaints regarding the District's non-discrimination policies:

Dr. Shonda Ambers-Phillips, Assistant Superintendent 2531 S. Big Bend St. Louis, MO 63143 314-644-4400 shonda.ambers-phillips@mrhschools.net

For information regarding how to report or file a claim of discrimination, harassment, or retaliation, see Board of Education Policy AC. Policy and Regulation AC shall govern the grievance procedures, process, and response for complaints and concerns by parents, patrons, employees, or students of the District related to discrimination, harassment, or retaliation on the basis of race, color, national origin, ancestry, religion, sex, disability, age, genetic information, or any other characteristic protected by law.

Inquiries or concerns regarding civil rights compliance by school districts should be directed to the local school district's Non-Discrimination and Title IX Coordinator.

Inquiries and complaints may also be directed to the Kansas City Office, Office for Civil Rights, US Department of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114; (816) 268-0550; TDD (877) 521-2172.

Posting: 04/04/25

***MRH School District reserves the right to close any job posting when a suitable applicant has been found before the deadline date.**