

Job Title:	Mindfulness Social-Emotional Learning Educator	FLSA Status:	FT Exempt
Department:	Education	Job Grade:	Full Time
Reports To:	Director of Education	Revised By:	Julie Braumberger/Linda Snyder
Location:	Mansfield Ohio	Revised Date:	April 2023

Position Summary

The Mindfulness/Social-Emotional Learning Educator works under the direction of the Director of Education. The core function of this position is to teach engaging mindful social-emotional learning classes to students of all ages in the Mansfield, Ohio area, with a focus on Grades Pre-K-5.

This position will also be involved in supporting mindfulness workshops, professional development, and workplace programs. This position will work with our team to improve and refine our in-school program, virtual learning content, professional development, and other educational materials. Other duties may include working with the team to create lesson plans, digital activities and general product development.

Key Position Results (or Job KPI's)

- Maintains excellence in the classroom and with team members
- Delivers instruction while upholding the values of Mind Body Align
- Maintains a personal mindfulness practice
- Shares ideas to improve programs and increase engagement
- Incorporates feedback
- Attends required meetings and trainings
- Able to independently teach the Mind Body Align at School curriculum (virtually and/or in-person)
- Able to independently facilitate Mind Body Align professional development programs

Duties and Responsibilities

- Teach in schools and other community organizations in-person and virtually.
- Participate in the development and creation of mindful social and emotional education programs. Areas may include curriculum and program development, workshops, content development, and support resources for all areas.
- Stay up to date with current trends and best practices in mindful education, state and federal K-12 standards and continuing education requirements, educational theory, pedagogy and as well as social and emotional learning issues and policy.
- Collaborate with the team to produce mindful education content including blog posts for educational, sales, and marketing purposes.
- Communicate and collaborate effectively with pertinent educators and community partners
- Identify needs using analysis of data for each school, school district, and the Ohio Department of Education standards.

- Attend required team meetings.
- Communicate effectively and execute projects on time.
- Responsible for the on-time, efficient, cost-effective execution and seamless delivery of all final work.
- Complete company provided continuing education in mindfulness.
- Honor and adhere to the company mission, values and agreements.
- Collaborate and work as part of our team to complete all of the tasks necessary to sustain and grow the company.

Critical Knowledge, Skills and Abilities

- A valid state certified teaching certificate
- Bachelor's degree or higher
- A minimum of five (5) years of successful classroom teaching experience
- Experience coaching and giving technical instruction to peers
- Experience coordinating and delivering professional development
- Mindfulness Education certification
- Working knowledge of CASEL competencies
- Ability to coordinate and collaborate with diverse groups of professionals across multiple departments and organizations
- Ability to work on small, focused teams to complete critical milestones with tight deadlines
- Ability to apply knowledge of mindfulness in the area of social and emotional learning
- Current knowledge of state, local, and federal laws and regulations affecting the lives and education of students and educators
- Able to work independently with school administration, teachers, staff, students, and the MBA team
- Experience with curriculum development and lesson planning
- Ability and willingness to teach on various platforms
- Intermediate knowledge of technology to include, but not limited to, Zoom, Google Workspace, Word, Excel, and Trello
- Ability to develop respectful professional relationships and trust with school administration, teachers and peers.
- Skilled in time management, ability to effectively achieve multiple goals and manage multiple projects simultaneously
- Passionate about the importance of social and emotional learning
- Must possess a valid drivers license
- Must have the ability to travel between schools
- Must have the ability to work remotely when necessary

Professional Development

We prioritize professional development in order to help employees become more skilled in their position and achieve results. We also dedicate time to train as a team on competencies that will advance the company.

Technology

Must have a intermediate knowledge of Google Workspace (to include documents, sheets, forms, drive, slides, mail and calendar), Trello or similar project management software, Zoom

Must have reliable internet connection within remote locations along with computer equipment to perform daily job functions.

Compensation and Benefits

Starting at \$40,000.00 per year
Generous Vacation and PTO
Flexible Summer Scheduling
Technology and cell phone reimbursement plan
Employee Assistance Program
Family Leave Policy
Professional Development Opportunities
Health/Dental/Vision/Life Insurance
401K

Advancement Opportunities

We value advancement from within our company and we anticipate growth in our market.

About Mind Body Align, LLC

Transforming the world through mindfulness, Mind Body Align At School improves lives by teaching mindful social and emotional learning that meets state curriculum standards in schools, to teachers, and in communities. Mind Body Align also improves the profitability of businesses by offering mindfulness education as an employee resource and benefit. Studies show mindfulness positively impacts academic and professional performance, focus, collaboration, and job satisfaction.

Signature of Employee _____

Signature of Manager _____

Date _____