

NORTHWEST REGIONAL ESD
Oregon Virtual Education Teacher
Independent Contractor Supplemental Questionnaire

- 1) ORVED has rolling enrollment; students register for classes when they need to rather than on a traditional semester schedule. You may have several students starting a course, while others are mid way through, and others are nearing completion. Students have up to 18 weeks to finish a course.

What is the maximum number of students you would like to have at any one time (minimum of 2, maximum of 59)?

- 2) Describe when you are available to teach. For example, if you want to have students year round, that would be July 1 – June 30. Another example would be if you wanted to have students only during the winter months, you could specify November 1 – May 30. It's really up to you.

I am available to teach during the following months:

- 3) You are required to have 2 two-way communications with each of your students each week (Monday – Friday). You are required to respond to students with 24 hours, via telephone, email, video conference, etc. The hours you are available must not conflict with the hours of another job for which you are compensated.

Examples include:

- **Office Hours:** I am available weekdays after 4 p.m.
- **Office Hours:** 8-9 p.m. on M,T,W,TH,F and 3-6 p.m. on M,T,W,TH, SAT
- **Office Hours:** 1-4 p.m. and 7-8 p.m. on Monday and Wednesday

My office hours will be:

- 4) Independent Contractors decide which course or courses they wish to teach. Please list the courses, in order of preference that you would like to teach. For example, if you would like to teach Consumer Math, but you'd be willing to teach Algebra 2, then list Consumer Math first. You must be licensed and endorsed to teach each course. If you don't have a specific course title in mind, just give the subject area. List just one or as many as you would like.

Courses to teach:

- 1)
- 2)
- 3)
- 4)
- 5)

NOTE: If there is an elective course, or something creative (i.e. Guitar, 3D Computer Modeling, Latin) that you would like to teach, let us know about that too. You might be a part of developing a course online that is unique and not available at many other schools. For example, if you are a guitar teacher, there are probably students all around the state just waiting for a music course to become available.

- 5) Please send us a short video introduction. This will be viewed by school staff, parents, and others to let them know who is teaching our students. Your video introduction should be less than a minute. Upload this to any video hosting service, such as YouTube or Vimeo, and send us the link. Professionalism and enthusiasm matter – this video will be the first impression you make. If you teach for a public school here in Oregon, mention your school and represent your school with pride.