

Oxford SCHOOL DISTRICT



Job Description:	Culinary Arts Teacher	FLSA Status:	Exempt
Department:	Career and Technical Education	Code:	
Location:	Oxford High School	Reports to:	Principal/CTE Director
Position Type:	Full time	Version:	

Description of Position: The teacher is responsible for imparting knowledge and skills to high school students in the field of Culinary Arts. The candidate will utilize research and practice based theories and strategies to teach, organize and implement structured lessons for culinary arts.

Essential Duties and Responsibilities

- Apply knowledge of nutrition principles applicable to cooking and baking, food preparation, the safe use of kitchen equipment, and principles of restaurant management and finance. Ability to utilize effective teaching methods for student comprehension.
- Present live demonstration utilizing lesson planning teaching and lecturing of principles which involve student practice.
- Teaches sanitation, nutrition, culinary skills, etc. to high school students wishing to pursue a career in the culinary arts.
- Coordinates student conferences to review students' performance, behavior and other issues.
- Make industry connections promoting service learning, cooperative education, and work-based learning opportunities for the students.
- Administer various types of assessments to monitor student's comprehension of materials.
- Monitor students in the classroom maintaining order and discipline.
- Perform various duties such as taking attendance, organization and participation in culinary competitions.
- Assist students as an advisor for student organization and participation in culinary competitions.
- Administer and/ or support the state local standardized testing processes and policies
- Attend faculty meetings and training
- Recognizing and responding appropriately to individual differences in students.
- Develops lesson plans and plans lessons in a logical sequence.
- Collaborating with other educators to create the most complete educational environment possible for students.
- Participating in Professional Learning Communities (PLC).
- Utilizing technology and the devices as a tool in the teaching and learning process.
- Consistently implementing approved disciplinary actions to allow for effective instruction and classroom

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management.

- Relating to parents and other community members in a positive and helpful manner.
- Participating in school and district professional development in order to support school improvement and support student learning.
- Attending staff meetings and serve on committees as required.
- Enforcing rules and regulations as stated in the teacher and student handbook.
- Adhering to policies and procedures established by district, state, and federal guidelines.
- Maintaining accurate and complete records.
- Performing other duties as assigned.

Qualifications and Education Requirements

- Bachelor’s Degree from an accredited College/University. Prefer in a related field. Teaching degree not required.
- Must hold or be eligible for a valid Mississippi Class A Career and Technical license. Licensure can be obtained upon hire.
- Two or more years of teaching/work experience in the Culinary Arts/Food Services field.

Preferred Skills

- Works effectively in groups and becomes a team player.
- Knowledge of current instructional software programs used in engineering education curriculum frameworks and ability to work with new software.
- Engages and motivates students to do their best.
- Possesses adequate knowledge of their content area(s).
- Has the basic understanding of technology.
- Communicates with staff, students, parents and community effectively.
- Takes the initiative to be a continuous learner.

All employees hired by the school district must pass a criminal background and child abuse registry check

Reviewed By:	Dr. Steven Hurdle	Date:	1/6/2020
Approved By:		Date:	
Last Updated By:		Date/Time:	

Employee Statement of Understanding

I have read and understand the job description for my position. I am able to perform all the essential functions of this position. I agree to comply with the Oxford School District policies and all laws, rules, regulations, and standards of conduct relating to my position. As an employee, I understand my duty to report any suspected violations of the law or the laws or the standards to my immediate supervisor. As an employee, I will strive to

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uphold the mission and vision of the Oxford School District. All employees are to adhere to the values and ethical standards of the Mississippi Educator Code of Ethics.

(Signature)

(Date)

Oxford School District is an equal opportunity employer and does not discriminate on the basis of race, color, national origin, religion, sex, age disability or veteran status in its programs and activities.