



DIGITAL MEDIA TEACHER

QUALIFICATIONS:

- Qualified candidates must have an ISBE PEL in CTE or be able to obtain a teaching license for the State of Illinois through verified work experience
- Experience in the field is required
- Previous teaching experience is preferred

REPORTS TO:

- Director of Bloomington Career Academy

JOB SUMMARY:

- Responsibilities include the instruction of high school students in the areas of graphic design and video production
- Effective communication and collaboration skills are essential to this position
- Ideal candidates are passionate about the industry and able to engage students

PERFORMANCE RESPONSIBILITIES:

1. Demonstrates knowledge of digital media as it pertains to the education of high school students
2. Has a working knowledge of certification requirements, copyright regulations, safety practices, and industry-standard software and hardware
3. Willingness to participate in necessary training courses
4. Helps students grow in responsibility and professionalism
5. Assists students in developing a positive self-concept
6. Displays fairness and equity when working with students
7. Plans and implements heavy equipment-related activities and assignments in both classroom and lab settings
8. Provides information to learners about their progress throughout the course
9. Communicates clear expectations about the rules of conduct to students
10. Maintains open and clear communication with the stakeholders regarding students' progress and classroom objectives
11. Communicates personal enthusiasm and professionalism
12. Communicates effectively and efficiently with students
13. Open to new ideas and suggestions
14. Dependable and punctual
15. Maintains communication and positive working relationships with colleagues, grant partners, schools, the community, students, and parents
16. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities
17. Maintains accurate, complete, and punctual records as required by law, district policy, and administration
18. Adheres to District 87 policies and procedures, as well as the policies and procedures of Bloomington Career Academy and the McLean-DeWitt Regional Vocational System, and participates in the development of policies and procedures when called upon
19. Promotes the BCA through recruitment at school and community events
20. Other duties as assigned by the Director of the Bloomington Career Academy

The above description covers the most significant duties performed, but does not exclude other occasional work assignments not mentioned, the inclusion of which would be in conformity with the skills and responsibility levels appropriate for this position.