



Job Title: Career and Technical Education
Electrical Technology Teacher

Exemption Status/Test: Exempt

Reports to: Campus Principal

Date Revised: May 2025

Dept./School: Assigned Campus

Pay Grade: 100

Primary Purpose:

Provide students with appropriate learning activities and experiences in the core academic subject area assigned to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

Qualifications:

Education/Certification:

- Valid Journeyman Electrician license issued by a state **OR** Master Electrician License issued by a state preferred
- Bachelor's degree or Associate degree from an accredited institution plus three (3) years of full-time wage-earning experience within the past ten (10) years in the field **OR** High school diploma plus five (5) years of full-time wage-earning experience within the past ten (10) years in the field
- Valid commercial driver's license (CDL preferred)
- Valid Texas career and technical education certificate with required license, endorsements, and training for the subject and level assigned, **OR** related training and work experience for certification waivers under the District of Innovation Plan (DOI)

Experience

- Minimum of three (3) years of full-time wage-earning experience in the area of certification with a Bachelor's or an Associate's degree within the past ten (10) years **OR**
- Minimum of five (5) years of full-time wage-earning experience in the area of certification with a High School diploma within the past ten (10) years

Special Knowledge/Skills:

- Ability to maintain a valid license to remain qualified for the position as required by federal and/or state law
- Demonstrated competency in the career and technical education subject area assigned
- Proficient in the use of personal computers (Word, Excel, etc.)
- Excellent organizational, communication, and interpersonal skills
- Proficient in the effective use of tools and technology in the electrical field
- Ability to instruct students, evaluate their mastery, and manage their behavior
- Ability to effectively communicate and work with students, parents, peers, administrators, and college and industry partners

Major Responsibilities and Duties:

Instructional and Program Management

1. Develop and implement lesson plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required.
2. Prepare lessons that reflect accommodations for differences in individual students' differences.

3. Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect an understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by the Texas Education Agency, board policies, and administrative regulations.
4. Conduct an assessment of student learning styles and use results to plan instructional activities.
5. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEPs).
6. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
7. Plan and assign work to instructional aide(s) and volunteer(s), and oversee completion.

Student Growth and Development

8. Conduct ongoing assessments of student achievement through formal and informal testing.
9. Assume responsibility for extracurricular activities as assigned.
10. Sponsor outside activities approved by the campus principal.
11. Present a positive role model for students; support the mission of the school district.

Classroom Management and Organization

12. Create a classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
13. Manage student behavior in accordance with the Student Code of Conduct and the student handbook.
14. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
15. Assist in selecting books, equipment, and other instructional materials.
16. Compile, maintain, and file all reports, records, and other documents required.

Communication

17. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.
18. Professional Growth and Development
19. Participate in staff development activities to improve job-related skills.
20. Comply with state, district, and school regulations and policies for classroom teachers.
21. Attend and participate in faculty meetings and serve on staff committees as required.

Other

22. Comply with federal, state, and local regulations related to the occupational area assigned.
23. Follow district safety protocols and emergency procedures.
24. Perform other duties as assigned.

Supervisory Responsibilities:

Direct the work of assigned instructional aide(s).

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Standard office equipment, including personal computer and peripherals

Posture: Prolonged standing; occasional bending/stooping, pushing/pulling, and twisting

Motion: Active hand motions, frequent keyboarding, and use of a mouse; occasional reaching

Lifting: Occasional light lifting and carrying (less than 15 pounds)

Environment: Frequent districtwide travel; occasional statewide travel

Mental Demands: Work with frequent interruptions; maintain emotional control under stress

This document describes the general purpose and responsibilities assigned to this job. It is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Reviewed by _____ Date _____

Received by _____ Date _____