

PLEASE POST

Until Filled

NOTICE OF VACANCY
TAYLOR SCHOOL DISTRICT
PERSONNEL MEMORANDUM

Internal/External

POSITION:

JROTC Army Instructor

LOCATION:

Taylor High School

QUALIFICATIONS:

Education:

Must be a retired United States Army Non-Commissioned or Warrant Officer. Pay grade E-7 or above preferred.

Must possess a Bachelor's degree.

Must meet minimum qualifications required by the Department of Defense.

Must possess effective instructional delivery techniques, excellent communication skills and ability to motivate students to excel.

DUTIES & RESPONSIBILITIES:

Duties:

Under the direction of the Director or designee.

Essential Duties:

1. Instructs Cadets in the JROTC curriculum during the school year.
2. Conduct training at JROTC and summer camps.
3. Develops short and long range plans for achieving curriculum goals, gathers appropriate materials, establishes clear objectives for lessons and formulates appropriate lesson plans.
4. Creates a classroom environment conducive to learning and the personal growth of students.
5. Evaluates student progress and counsels cadets on their performance within the JROTC program.
6. Motivates and encourages students to develop skills, attitudes and knowledge needed to provide a foundation for becoming a responsible citizen.
7. Monitors student movement to ensure a safe and orderly environment.
8. Organizes, supervises and participates in extracurricular activities for JROTC cadets to include color guard, drill teams and other special activities.
9. Maintains JROTC student records as required by the Department of Army regulations and local policies.
10. Complies with Army and school district safety guidelines when instructing, supervising.
11. Maintains supply accountability in strict compliance with Army security regulations.
12. Employs a variety of instructional techniques and media.
13. Models non discriminatory practices in all activities.

Other Duties:

1. Attends staff development programs, department meetings and other professional activities.
2. Sets an example and models positive attitudes, knowledge, and skills for cadets.
3. Maintains a working knowledge of new instructional methods, technology and equipment.
4. Performs other related duties as assigned by the appropriate administrator.

Working Conditions and Physical Requirements:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Must have the ability to sit and stand for extended periods of time, exhibit manual dexterity to dial a telephone, to enter data into a computer terminal, to see and read a computer screen and printed material with or without vision aids, hear and understand speech at normal classroom levels, outdoors and on the telephone, speak in audible tones so that others may understand clearly in normal classrooms, outdoors and on the telephone, physical agility to lift up 25 pounds to shoulder height and 50 pounds to waist height, and to bend, stoop, climb stairs, walk and reach overhead.

Work environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Duties are normally performed in a school/classroom environment. Duties may be occasionally performed on field trips away from school. The noise level in the work environment is usually moderate to loud.

Attendance:

Regular attendance is critical; must have an exemplary attendance record.

Citizenship:

Must be able to verify whether U.S. citizen, resident alien or otherwise authorized to accept employment in the U.S.

Physical Condition:

Must be physically able to perform the duties and responsibilities outlined with or without accommodations.

Salary Range: (Annually)

To be determined.

APPLICATION PROCEDURE:

You must provide your letter of interest, resume and photographic evidence of meeting the minimal qualifications i.e. copies of diplomas, educational transcripts, certifications and licensure via AppliTrack at:

<https://taylorschooldistrictmi.sites.thrillshare.com/page/employment-opportunities>

All materials received relative to this posting become property of the Taylor School District.

DEADLINE FOR RECEIVING APPLICATIONS IS UNTIL FILLED.

ONLY THOSE CANDIDATES WHICH PROVIDE THE REQUESTED INFORMATION WILL BE CONSIDERED

NOTICE OF NON-DISCRIMINATION

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