

Thornton Township High School District 205

Drivers Education Behind the Wheel Job Description

Purpose Statement:

The position of Drivers Education BTW is to establish the development of students' driving skills and knowledge of driving responsibilities through implementing district approved curriculum; addressing students' specific needs; providing a safe and optimal learning environment; and providing feedback to students, parents and administration regarding student progress, expectations, and driving hours.

Essential Function:

- Provide one-on-one drivers education road instruction.
- Schedules students for driving training hours including providing appropriate time and/or schedule for student drivers.
- Instructs students in developing driving skills and knowledge pertaining to rules of the road (car control, defensive driving strategies, handling emergencies, driving in adverse conditions, auto safety).
- Prepares teaching materials, documents and a variety of manual and electronic documents, files and records for the purpose of implementing lesson plans and documenting student progress while providing necessary information to appropriate parties (grades, attendance, anecdotal records, BTW hours, pass/fail reports, etc.).
- Develop learning activities for vehicle operation of a novice driver.
- Oversee District Drivers Education automobiles for the purpose of ensuring District vehicle to be maintained in appropriate order and compliant with established rules and regulations (gasoline, insurance, appropriate breaks, etc.).
- Manages student behavior to provide a safe and an optimal learning environment.
- Reports incidents for maintaining personal safety of students, taking all necessary and reasonable precautions to protect students, equipment, materials, and facilities.

Instructor Qualifications:

- Valid Illinois Professional Educators License with an endorsement in Safety and Drivers Education
- Valid Driver's License/Evidence of Insurability
- Must pass approval from District 205 Human Resources Department
- Experience in teaching Behind the Wheel is preferred

Salary:

- Per the District 205 Faculty Association Teacher's Contract
 - Drivers Education- Outside of the regular school day \$65.00 per hour