

POSITION DESCRIPTION

Whiteriver Unified School District #20

TITLE: Career and Technical Education Teacher, Construction Technologies

CONTRACT TERMS: 10 month, fulltime, Certified

SALARY CLASSIFICATION: Certified Teacher's Salary Schedule

GENERAL STATEMENT OF RESPONSIBILITIES:

To plan, organize, and present instruction and instructional environments which help students learn subject matter and skills that will contribute to their educational and social development. Perform duties of advisor for Career and Technical Student Organization, SKILLS USA. May coordinate and direct the activities of an instructional paraprofessional.

QUALIFICATIONS:

ACCEPTABLE EDUCATION, TRAINING & EXPERIENCE: Possess or be able to obtain licensure in the area of Industrial Technologies – with appropriate experience and education for Construction. Possess or be able to obtain certification in NCCER (National Center for Construction Education and Research). Must possess or be able to obtain certification in first aid and CPR, including the use of AED equipment.

PHYSICAL REQUIREMENTS: Must be physically able to operate power tools and mechanical equipment. Must be able to exert up to 50 pounds of force occasionally, and/or up to 25 pounds of force frequently. Physical demand requirements are for Medium Work.

MOTOR COORDINATION: Requires the ability to coordinate hands and eyes rapidly and accurately in using tools.

MANUAL DEXTERITY: Requires the ability to handle a variety of items such as maintenance equipment. Must have minimal levels of eye/hand/foot coordination.

COMMITMENT & DEPENDABILITY: 10 month contract, 8 hour days. Expected to be at work on time and prepared daily. Some off contract professional development, and student activities may occur. Must have a willingness to be an integral member of a successful team, be dedication to provide the highest levels of service; have excellent attendance and reliability; adherence to WUSD policies and procedures; and be dedicated to maintaining confidentiality.

PERFORMANCE EXPECTATIONS:

TIME MANAGEMENT: Has materials, supplies and equipment for each lesson ready at the start of the lesson or instructional activity; gets the class started quickly; gets students on task quickly at the beginning of each lesson; maintains a high level of student time-on-task. Prepares district acceptable weekly lesson plans and submits them before the start of class each week.

STRESS MANAGEMENT: Must be adaptable to performing under average levels of stress.

PUBLIC CONTACT: Requires frequent contact with parents, community and vendors. Requires the ability to deal with people beyond giving and receiving instructions.

RESPONSIBILITY:

Management of Student Behavior: Has established a set of rules and procedures that govern the handling of routine administrative matters. Has established a set of rules and procedures that govern student verbal participation and talk during different types of activities -whole class instruction, small group instruction, etc. Has established a set of rules and procedures that govern student movement in the classroom during different types of instructional and non-instructional activities. Stops inappropriate behavior promptly and consistently, yet maintains the dignity of the student.

Instructional Presentation: Begins lesson or instructional activity with a review of previous materials. Introduces the lesson or instructional activity and specific learning objectives when appropriate. Speaks fluently and precisely. Presents the lesson or instructional activity using concepts and language understandable to the students. Provides relevant examples and demonstrations to illustrate concepts and skills. Assigns tasks that students handle with a high rate of success. Conducts lesson or instructional activity at a brisk pace, slowing presentations when necessary for student understanding but avoiding slowdowns. Makes transitions between lessons and between instructional activities within lessons efficiently and smoothly. Makes sure the assignment is clear. Summarizes the main point(s) of the lesson at the end of the lesson or instructional activity.

Instructional Monitoring of Student Performance: Maintains clear, firm, and reasonable work standards and due dates. Circulates during class work to check all students' performance. Routinely uses oral, written, and other work products to check student progress. Poses questions clearly and one at a time.

Instructional Feedback: Provides feedback on the correctness or incorrectness of in-class work to encourage student growth. Regularly provides prompt feedback on assigned out of class

work. Affirms a correct oral response appropriately and moves on. Provides sustaining feedback after an incorrect response or no response by probing, repeating the question, giving clues, or allowing more time.

Facilitating Instruction: Has an instructional plan which is compatible with the school and system-wide curricular goals; uses diagnostic information obtained from tests and other assessment procedures to develop and revise objectives and/or tasks. Maintains accurate records to document student performance. Has instructional plan that matches/aligns objectives, learning strategies, assessment, and student needs at the appropriate level of difficulty. Uses available human and material resources to support the instructional program.

Interacting Within the Educational Environment: Treats all students in a fair and equitable manner. Interacts effectively with students, co-workers, parents, and community.

ADDITIONAL JOB FUNCTIONS

Performing Non-Instructional Duties: Caries out non-instructional duties as assigned and/or need is perceived. Adheres to established laws, policies, rules and regulations. Follows a plan for professional development and demonstrates evidence of growth.

Other duties as assigned by the principal.

EVALUATION PROCEDURES: Principal (in accordance with provisions specified in Governing Board Policy).

SUPERVISION RECEIVED: Principal, CTE Director

SUPERVISION GIVEN: None