

JOB TITLE:	Secondary CTE Teacher- Automotive/Diesel Technology	FLSA CLASSIFICATION:	Exempt
REPORTS TO:	Principal	PAY GRADE:	Teacher Salary Scale
LOCATION:	Assigned Campus	DATE REVISED:	May 2017

PRIMARY PURPOSE:

Provide students with appropriate learning activities and experiences designed to 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:**

Bachelor's degree from accredited university or college
Valid Texas teaching certificate with required endorsements (Home Economics, Family & Consumer Sciences, Hospitality, Nutrition, and Food Sciences, Trade & Industrial Education w/Culinary Arts work approval) **OR** acceptance into an Alternative Certification Program for Trade & Industry certification with Automotive/Diesel Approval.

Special Knowledge/Skills:

Knowledge of Automotive/Diesel Technology and the transportation industry
General knowledge of curriculum and instruction
Ability to instruct students and manage their behavior
Strong organizational, communication, and interpersonal skills

Experience:

At least one year of student teaching or approved internship, or 5-years related work experience, industry certification and acceptance into an Alternative Certification Program for Trade & Industry certification with Automotive/Diesel Approval.

MAJOR RESPONSIBILITIES AND DUTIES:

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| Instructional Strategies | <ol style="list-style-type: none"> 1. Develop and implement plans for the curriculum program assigned and show written evidence of preparation as required. 2. Prepare lessons that reflect accommodation for individual student differences. 3. Present the subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations. 4. Plan and use appropriate instructional/learning strategies, activities, materials, and equipment that reflect accommodation for individual needs of students assigned. 5. Conduct assessment of student learning styles and use results for instructional activities. 6. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established by Individual Education Plans (IEP). |
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7. Cooperate with other academic and Program of Study members of the staff in planning and implementing instructional goals, objectives, and methods according to district requirements, including the effective integration of academics and appropriate preparation for industry certification.
8. Collaborate with related business and industry to provide applicable work-based learning activities for students.
9. Plan and supervise purposeful assignments for student interns at local facilities when appropriate.
10. Use technologies in the teaching/learning process.
11. Assist students in analyzing and improving methods and habits of study.
12. Consistently assess student achievement through formal and informal testing.
13. Assume responsibility for Career & Technical Student Organizations activities associated with the courses taught and sponsor outside activities approved by the school.
14. Present a positive role model for students that supports the mission of the school district.
15. Create a classroom environment conducive to learning and appropriate to the physical, social, and emotional development of students.
16. Manage student behavior in the classroom and administer discipline according to board policies, administrative regulations, and IEP.
17. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
18. Assist in the selection of books, equipment, and other instructional materials.
19. Establish and maintain open lines of communication with students and their parents.
20. Maintain a professional relationship with all colleagues, students, parents, and community members.
21. Use acceptable communication skills to present information accurately and clearly.
22. Participate in the district staff development program, including related-job shadowing and attending industry-related skill-development training.
23. Demonstrate interest and initiative in professional improvement.
24. Demonstrate behavior that is professional, ethical, and responsible.
25. Keep informed of and comply with state, district, and school regulations and policies for classroom teachers.
26. Compile, maintain, and file all reports, records, and other documents required.

- 27. Attend and participate in faculty meetings and serve on staff committees as required.
- Other 28. Perform any other duties assigned.

SUPERVISORY RESPONSIBILITIES:

Supervise assigned teacher aide(s) if appropriate.

WORKING CONDITIONS:

Mental Demands:

Ability to communicate effectively (verbal and written); ability to instruct; maintain emotional control under stress

Physical Demands/Environmental Factors:

Exposure to childhood communicable diseases; good general health and stamina needed

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Approved By Immediate Supervisor	Date
Reviewed By Personnel Director	Date
Received By Employee	Date

xc: Personnel File