

POSITION TITLE: Teacher – Pharmacy Technician

QUALIFICATIONS: Must hold or be eligible for a Technical Professional License and/or Collegiate Professional License with an endorsement in Pharmacy Technician. Instructors shall be either a pharmacist with a current unrestricted license in any jurisdiction in the United States OR a pharmacy technician with at least two years' occupational experience performing technician tasks that holds a current unrestricted registration in Virginia or a current Pharmacy Technician Certification Board (PTCB) certification. Must have considerable experience in pharmacy related to workplace readiness skills, careers and settings, safety, maintaining prescriptions and over the counter drugs, administration /management services, assisting patients, calculations, and types of inventory control systems. The coursework will fulfill the requirements of the Board of Pharmacy and prepare students to take either the state examination or the national examination administered by the Pharmacy Technician Certification Board. Must have the knowledge and experience of systematically planning, executing, and evaluating individual and group instruction and effective organization and management of laboratory instruction. Excellent communications, planning, organizational, and public relations skills and ability to work independently with minimum supervision are required. Must have the ability to establish and maintain professional working relationships and work in a cooperative and collaborative manner with administrators, supervisors, co-workers, volunteers, parents and business/community stakeholders. Must be knowledgeable of creative, innovative, nontraditional teaching strategies that have proven successful with students from diverse backgrounds performing at different academic levels. Experience with Microsoft Word and Internet/Intranet access is preferable.

PERFORMANCE EXPECTATIONS: Develops a program to provide students with all aspects of pharmacy technician to include hands on experience including audio work, scenes, music, timing, camera work, and script writing for employment in an entry-level position. Provides a continuous, integrated program of instruction to facilitate each student's development of the basic skills and understanding to work successfully with equipment and other resources. Manages student behavior, assesses and evaluates student achievement on a regular basis, and modifies instruction as required. Develops in each student an awareness and understanding coupled with the basic skills and knowledge applicable to Pharmacy Technician. Provides student work based learning experiences through pharmacy businesses and organizations. Instills in each student safe working habits, the importance of continuation of his/her education and the development of successful work ethics. Meets and instructs assigned classes in the locations and at the times designated providing individual and group instruction. Maintains accurate student records as required by law, school division policy and administrative regulations. Prepares lesson plans, organizes materials, develops tests and worksheets and implements instruction according to course curriculum. Ensures the proper setup and storage of classroom materials, the maintenance of all furniture, equipment, and supplies by showing students the proper techniques. Ensures safe working conditions and neatness are maintained in all assigned work areas. Compiles with and enforces school rules, administrative regulations and Board policy. Attends and participates in faculty meetings and other professional meetings as required. Actively participates and provides a strong HOSA local, state and national organization for pharmacy tech students. Cooperates and

collaborates with other members of the staff to plan instructional goals, objectives and methods. Completes reasonable special assignments as determined by the Principal and assists the school administration in the selection of appropriate instructional materials and equipment. Provides for own professional development through an ongoing program of study. Performs other related duties as assigned.

GENERAL DEFINITION AND CONDITIONS OF WORK: Duties performed typically in a school setting and work based learning setting. Performs professional work providing teaching and/or training services to students in a specialized subject. Work requires frequent standing, sitting, walking and light lifting up to 10 pounds. Vocal communication is required for expressing or exchanging ideas, hearing to perceive information at a normal spoken word level and visual acuity for preparing and analyzing written or computer data.

REPORTS TO: Principal

PAY SCHEDULE: Teacher Salary Schedule

LENGTH OF CONTRACT: 210 Days (10 months)

FLSA: Exempt