

**POSITION TITLE:** Teacher – Television Production

**QUALIFICATIONS:** Must hold or be eligible for a Technical Professional License and/or Collegiate Professional License with an endorsement in television production. Must have considerable experience in television production to include audio work, scenes, music, timing, camera work, and script writing. Must be highly competent in all areas of television production with at least two years or 4,000 clock hours of experience within the past five years. A minimum of two years teaching television production in a technical school setting for a large urban school system is preferred. Must be able to review, revise and develop curriculum to meet industry standards. 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 and parents. Must be knowledgeable of creative, innovative, nontraditional teaching strategies that have proven successful with students from diverse backgrounds performing at different academic levels. Some experience with Microsoft Word and Internet and Intranet access is required.

**PERFORMANCE EXPECTATIONS:** Develops a program to provide students with all aspects of television production 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 trade-related tools and equipment. 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 television production. 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. 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. 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