

POSITION TITLE: Military Instructor (Commissioned/Warrant Officer)

QUALIFICATIONS: Must have a Bachelor's Degree and must be a commissioned/warrant officer retired from the United States Army with at least fifteen years of active military service. Must have the knowledge and experience of systematically planning, executing and evaluating individual and group instruction. Must have effective organization and management of classroom, laboratory, and outside the classroom instructional environments. Must have excellent oral and written communication and public relations skills. Ability to work independently to ensure successful accomplishment of assigned duties and responsibilities. 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, non-traditional teaching strategies which have proven successful with students who are from diverse backgrounds and who perform at various academic levels. Some experience with Microsoft Word, Internet, and Intranet is required.

PERFORMANCE EXPECTATIONS: Instructs Cadets in military science courses as determined by the Leadership Education and Training Program of Instruction. Meets and instructs assigned classes in the locations and at the times designated. Develops and maintains a classroom environment conducive to learning within the limits of the resources provided by the school division, and takes responsibility for the order and progress of the class. Modifies and improves given instruction by remaining continuously alert to new and alternative instructional methods and motivational techniques. Prepares for classes assigned, and shows written evidence of preparation upon request by the Principal. Assists students in setting and maintaining proper standards of classroom behavior and complies with and enforces school rules, administrative regulations and Board policies. Takes necessary and reasonable precautions to protect students, materials, and equipment. Evaluates student academic progress and counsels students on their performance on a regular basis. Is available to students and their parents for education/military related purposes outside the school day, when properly requested to do so. Organizes, supervises, and develops extracurricular activities. Attends and participates in faculty meetings and other professional meetings called by the administration. Cooperates with other members of the staff in planning instructional goals, objectives, and methods. Adheres to the school division's standards in the selection of books, equipment, and other instructional materials. Prepares and maintains administrative and support reference materials required to be available in the school. Supervises the military instructors assigned to the school. 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. Effective verbal and written communication skills 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: Senior Military Instructor

PAY SCHEDULE: Unified Pay Schedule, Pay Grade 122

LENGTH OF CONTRACT: 201 Days (10 months)

FLSA: Exempt