

FLAGLER COUNTY SCHOOL DISTRICT JOB DESCRIPTION

FLAGLER TECHNICAL COLLEGE CTE TEACHER

QUALIFICATIONS:

- (1) Work experience as required by Florida Department of Education in designated program area
- (2) Eligible for a CTE District teaching certification or
- (3) Meet qualifications specified in FLDOE framework and any other governing body.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of student area content, knowledge of policies and procedures related to adult Vocational education. Ability to communicate effectively orally and in writing. Ability to interact effectively with various constituencies in the context of cultural diversity. Knowledge of subject area content.

REPORTS TO:

Designated CTE Facilitator

JOB GOAL

To provide appropriate activities and learning environment for adult learners.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Teach performance standards appropriate for program area assigned.
- * (2) Assist with curriculum development.
- * (3) Meet and instruct assigned classes in the locations and at the time designated.
- * (4) Prepares, administers, and corrects exams and records results.
- * (5) Prepares and submits lesson plans for each class/course/program.
- * (6) Maintain individual student records.
- * (7) Keep attendance and grade records as required by School Board policy.
- * (8) Maintains order in classroom and in assigned areas/facility.
- * (9) Willing to be flexible in work schedule.
- * (10) Participate in in-service training programs.
- * (11) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force as frequently as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

VOCATIONAL TEACHER (ADULT EDUCATION) (Continued)

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

Job Description Supplement Code 10

Salary Lane: Ad Ed Instructional IR8.

Revised 7/19/2022