

ST. MARY'S COUNTY PUBLIC SCHOOLS CERTIFICATED POSITION DESCRIPTION

ARMY JROTC INSTRUCTOR SAI

POSITION: JROTC Senior Army Instructor (SAI)

REPORTS TO: Site Administrator

LOCATION: Various Locations

NATURE OF WORK:

The United States Army's Junior Reserve Officers' Training Corps, or JROTC, is designed to teach high school students the value of citizenship, leadership, service to the community, personal responsibility, and a sense of accomplishment, while instilling in them self-esteem, teamwork, and self-discipline. Its focus is reflected in its mission statement, "To motivate young people to be better citizens." It prepares high school students for responsible leadership roles while making them aware of their rights, responsibilities, and privileges as American citizens. The program is a stimulus for promoting graduation from high school, and it provides instruction and rewarding opportunities that will benefit the student, community, and nation.

DUTIES AND RESPONSIBILITIES:

- Conduct the JROTC program in accordance with applicable law, and Army and Cadet Command regulations and policies.
- Prepare an annual Maser Training Plan. Develop a schedule for the year reflecting school activities and JROTC objectives and activities. Include cadets in the planning phase and organize cadets and resources toward the objectives.
- Perform administrative tasks. Maintain electronic student records, provide enrollment and other student reports as required by USACC; meet school administrative requirements.
- Teach JROTC cadets. Achieve the curricular requirements and learning standards of the Program of Instruction. Attain and improve proficiency in all military and other subjects taught. Continuously improve instruction by staying abreast of new and alternative instructional and motivational techniques. Recommend changes to the curriculum and teaching methodology.
- Counsel and mentor students on their academic performance as members of the Corps of Cadets. Assist interested students in applying for SROTC scholarships and completing service academy applications.
- Accomplish required school tasks. Participate in staff meetings, school committees, and student activities. Perform duties required of other teachers in the school.
- Develop professional qualifications. Participate in recurring instructor conferences and other professional development opportunities offered by the school district. Meet any continuing education requirements of the state, school district and USACC.
- Set an outstanding personal example of professional, social and personal behavior and appearance for cadets, colleagues and the community.
- Perform other duties as assigned.

QUALIFICATIONS:

Senior Army Instructors (SAIs) are retired officers and are required to have a minimum of a bachelor's degree or higher.

SAIs who are certified by USACC that meet the requirements of Army Regulation 145-2 and Cadet Command Regulation 145-2 may apply. Basic eligibility requirements:

- Baccalaureate degree or higher from an accredited institution;
 - Permanently retired as an officer with at least 20 years of active duty from the Army;
 - Served last year of active duty as an officer;
 - If retired, have been retired from active duty for less than 3 years, and be receiving retirement pay;
 - Meet Army JROTC height/weight/body fat standards, high standards of military bearing, appearance and moral character;
 - Have no court martial, civil convictions, or lost time;
 - Have an excellent record of military performance;
 - Have the mentality, personality, appearance and bearing to represent the Army well in the civilian community;
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- Have good moral character, instructional ability and be able to challenge, motivate, and influence young people in a positive manner.

TERM OF EMPLOYMENT:

Full-time eleven-month position.

SALARYGRADERANGE:

The salary for this EXEMPT position will be based on EASMC salary schedule (#2) for eleven-month employees.

BARGAINING UNIT ELIGIBILITY: EASMC