

# SEDALIA SCHOOL DISTRICT #200

## **Job Title: JROTC Instructor**

### **Job Overview**

- Salary schedule set by US Government: District pays one-half
- Employed for a period of 250 days as set in the annual calendar
- Reviewed annually and recommended for reemployment determined by April 15
- Reports to JROTC Senior Instructor and Building Administrator

### **Qualifications**

- Minimum education: Associate's Degree
- JROTC Certification by Cadet Command and by the State of Missouri
- Minimum of 20 years active duty in the U.S. Army having attained the rank of Staff Sergeant (E6) or higher and retired from the U.S. Army under honorable conditions within the past five (5) calendar years. (in some cases, 15-year retirees are eligible for JROTC instructor duty)
- Must possess U.S. Army clearance to teach in the Junior ROTC Program (official clearance is required prior to final consideration for hire)
- Understanding of the role of the JROTC instructor and the public school's relationship to the community and the people served
- Capacity to make thoughtful decisions based on facts, knowledge, and insight, and the courage to stand by the results
- Ability to communicate effectively with individuals, small and large groups, by correspondence or oral expression
- Ability to organize and plan effectively
- Possess an ethical and professional attitude toward colleagues and the policies of the district

### **Other Working Conditions**

- Contract effective July 1
- Vacations, leave policies, and fringe benefits as stated in Board policies
- Spend the necessary time required to fulfill the duties of the position
- Work cooperatively with administration and staff throughout the district

### **Responsibilities and Duties**

- Professional ability to challenge, motivate, and influence young men and women to learn and develop leadership, self-reliance, responsiveness to constituted authority, moral attributes, and attributes of good citizenship and patriotism
- Assist in the development, conduct and maintenance of a dynamic and challenging Military Science (JROTC) program in accordance with prescribed curriculum. The instructor shall provide theme(s) infusion and enhance self-discipline, self-confidence, and self-motivation in students (cadets)
- Possess personal qualities, characteristics, and job or duty performance enumerated in efficiency reports to a degree which reflects the professionalism, dedications, efficiency, effectiveness, and performance of members of the U.S. Army in an equivalent grade
- Capacity to accept criticism calmly and with dignity, and without adopting a defensive attitude
- Skilled in current army organization and management techniques for company and battalion size organizations
- Work and supervise program activities before and after school hours in an effort to effectively organize and train rifle teams, drill teams, and prepare for special events in support of school and community activities

- Possess initiative and capability to effectively promote community cooperation and support of the School District JROTC program. Such action could be generated through personal involvement with local civic organizations and military associated organizations
- Available for consultation with students, parents, and other personnel before and after regular school hours
- Handle requests, misunderstandings, or difficulties through proper administrative channels
- Responsible for the safety, conduct, and instruction of students in their charge and for students outside of class hours as assigned
- Responsible for the progress of students for whom they instruct
- Maintain accurate records for student reporting (grades, attendance, IEP, etc.)
- Take proper care of school facilities and equipment to prevent abuse and misuse
- Attend regular and special meetings as required by the administration
- Maintain an effective working relationship with school officials, administrators, and U.S. Army higher headquarters liaison and inspection team personnel
- Perform such other tasks and assume such other responsibilities as may from time to time be assigned by the Building Principal

**DISCLAIMER**

- This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to this job. Other duties will be required to be performed as assigned by district administration.