

# **SEDALIA SCHOOL DISTRICT #200**

## **Job Title: JROTC Senior 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 District Coordinator for Military Science and Building Administrator

### **Qualifications**

- Bachelor's Degree
- JROTC Certification by the State of Missouri
- Commissioned member of the U.S. Army in the grade of Lieutenant Colonel (05) or Major (04) with a minimum of 20 years active commissioned service and retired from the U.S. Army under honorable conditions within the past five (5) calendar years
- Minimum of two years' experience immediately prior to retirement for the U.S. Army as an instructor in a service school
- Senior ROTC program or military instructor with Junior ROTC. Preferably this includes instructor training and assignments required as a company grade and field grade officer
- Must meet U.S. Army retention medical fitness standards of Chapter 3, AR 50-501 (minimum of "1" in "S" factor of physical profile). In summary, meet good, sound physical and mental health standards
- 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**

- Employed in March with 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
- 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
- Capability to effectively train instructor personnel in the most recent techniques and methods of military instruction (performance-oriented training). This includes formulation of master training schedules, weekly training programs, and appropriate supporting lesson plans and instructional material. The instructor shall have a thorough knowledge of course (JROTC program) subject matter and demonstrate the instructional ability to be a successful Senior Army Instructor and supervisor
- 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 Administrator

**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.