CLARKSDALE MUNICIPAL SCHOOL DISTRICT

POSITION: JROTC Instructor

REPORTS TO: Supervising Administrator

SUPERVISES: N/A

TERMS OF EMPLOYMENT: 9 months/187 days

QUALIFICATIONS:

1. Officers must be retired from the Army in the grades of W-1 through W-5 or O-3 through O-6

2. Approved by the U.S. Army Cadet Command to administer a high school JROTC Program

3. Proper certification as required by the Mississippi Educator Licensure Department

4. Appropriate endorsement and/training for assigned course(s)

JOB GOAL: The JROTC Instructor is responsible for overseeing and implementing the JROTC program. The JROTC Instructor works collaboratively with the administrator(s), students, parents, and school staff. The JROTC Instructor helps students to develop competencies and skills to function successfully in their career fields and society. The JROTC Instructor follows the established curriculum set forth by Clarksdale Municipal School District and JROTC Cadet Command.

DUTIES & RESPONSIBILITIES:

Such duties and responsibilities may be assigned, including, but are not limited to:

1. Complies with all regulatory guidelines outlined in Cadet Command Regulation 145-2, JROTC Program Organization, Administration, Operation, Training and Support and Cadet Command Regulation 145-8-3, Organizational Inspection Program
2. Oversees entire JROTC program at the building
3. Manage and conduct the Junior ROTC program according to school rules, regulations, and customs
4. Advises school authorities of laws and regulations impacting the program

5. Just as any other teacher, JROTC Instructors will be required to perform additional duties as required by the school. Additional duties may include hall monitor, chaperone, event security, test proctor, cafeteria duty, substitute teaching other classes, etc
6. Positively fosters students' self-esteem
7. Ability to work with diverse student population
8. Implementing useful diagnostic and progress assessment measures
9. Plan instructional lessons that meet the diversity of students' backgrounds, cultures, skills, and learning levels.
10. Utilize performance assessment task tools for measuring student performance and growth
11. Comply with school/district policies and procedures
12. Provides a physical environment that is safe, orderly, hazard-free, and conducive to learning
13. Implement classroom management techniques and procedures for optimum learning and discipline during classroom instruction
14. Maintain a positive rapport with parents, community leaders, armed forces recruiters
15. Provide student reports, equipment inventories (monthly, quarterly, and yearly) to Cadet Command as required by regulation
16. Participates in departmental/grade-level teams, school-level teams, and district-level committees as requested
17. Attends school-related functions (e.g. PTA) outside the instructional day
18. Demonstrates prompt and regular attendance
19. Supports the Clarksdale Municipal School District Mission, Vision, and Strategic Plan
20. Perform other duties assigned by supervisor

Staff Signature: _____ Date: _____

Administrator/Supervisor Signature: _____ Date: _____