

## SCHOOL DISTRICT OF BAKER COUNTY

### JOB DESCRIPTION

#### **SENIOR AEROSPACE SCIENCE AND LEADERSHIP INSTRUCTOR**

##### **QUALIFICATIONS:**

- (1) Must possess a baccalaureate or higher degree, preferably in education, management or science. If not previously certified to teach by a state or state-approved college or university, may be required to work toward certification depending upon specific state or school requirements at the time of employment.
- (2) Is a retired Air Force officer (Captain through Colonel) with a minimum of 15 years extended active duty; retired 5 years or less when hired as an instructor (may be waived if the applicant is otherwise exceptionally well qualified); and served the last year of active duty as an officer.
- (3) Must complete the Aerospace Science Instructor Course (ASIC) for AFOATS certification. Certification is valid for 3 years, at which time the instructor must be recertified by accomplishing one of the recertification options available.
- (4) Must possess self-direction, initiative, self-reliance. Instructors should be dynamic and have an understanding of the physical, intellectual, social, and emotional growth patterns of high school students.
- (5) Must be of good moral character and have an enthusiasm for aerospace science, teaching and the Air Force.

##### **KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of audiovisual presentation methods, curriculum planning, Air Force educational programs, drill and ceremonies, and educational administration, including tests and measurements.

##### **REPORTS TO:**

Principal, Baker County High

##### **JOB GOAL**

To provide leadership, coordination and articulation in the implementation of aerospace science and leadership as an integral academic and administrative part of the institution through the establishment of the AF JROTC program.

##### **SUPERVISES:**

Aerospace Science and Leadership Instructor

##### **PERFORMANCE RESPONSIBILITIES:**

- (1) Manage and administer the AFJROTC program.
- (2) Supervise and assign work to Aerospace Science and Leadership Instructor. Review and monitor the course plan for the instructor.
- (3) Supervise the administrative, logistical, and financial management of the unit.
- (4) Ensure the integration of the AFJROTC program into the school environment by cooperating with school, community, veterans, and parental groups; participation in student information

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- programs and public service actions; and establishing aerospace science and leadership as an integral academic and administrative part of the institution.
- (5) Make AFJROTC presentations to local schools.
  - (6) Provide introductory briefing on AFJROTC, to include school and Air Force contract agreement, to newly assigned principals/superintendent.
  - (7) Interview applicants for AFJROTC instructor duty.
  - (8) Develop and supervise curriculum-in-action trips, fund raising, and other co-curricular activities.
  - (9) Maintain liaison with Air Force representatives in logistics, finance, and academic areas to ensure effective utilization of Air Force resources.
  - (10) During summer vacation while under contract, teach aerospace science and leadership education courses; conduct leadership seminars and drill practices; establish a cadet summer work program with aerospace industry or Air Force installations; update curriculum materials and lesson plans; develop associated media aids; organize regional AFJROTC instructor workshops; solicit assistance from support base personnel; contact government surplus agencies; and brief civic groups, parent-teacher organizations, and military and school officials.
  - (11) Sponsor new units in the area.
  - (12) Plan, organize and instruct aerospace and leadership education courses Determine the number of hours for each course of instruction and organize a curriculum model to complement the local school curriculum plan.
  - (13) Instruct students by lecture, guided discussion, lecture and discussion, student briefing or report, student panel, teaching interview, guest lecture, team teaching, demonstration-performance, role playing and brain-storming using large and small group interaction.

## **PHYSICAL REQUIREMENTS:**

Medium Work: Exerting up to 50 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 and the United States Air Force's approved compensation plan. Length of the work year and hours of employment shall be those established by the district.

## **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 5**