

CENTRAL UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

Position: Secondary School Classroom
Teacher - Agriculture

Classification: Certificated

Reports to: Site Administrator

Range: Certificated Salary Schedule

SUMMARY

As part of a secondary teaching assignment, teaches one or more classes in the field of agriculture education to pupils in grades 9 – 12; assists in other departmental activities, including project supervision, summer duties, and school programs as assigned.

SPECIFIC RESPONSIBILITIES

1. Teaches skills and knowledge in one or more courses in agriculture and its related fields.
2. Instructs pupils in citizenship, basic communication skills, and other general elements of the course of study common to all teachers, as specified in state law and administrative regulations and procedures of the school district.
3. Develops lesson plans and organizes class time so that preparation, instruction, class work, and clean-up activities can be accomplished within the allotted time.
4. Demonstrates industrial materials, equipment, tools and processes, using standard or teacher-prepared models, mock-ups, sketches, and other instructional aides.
5. Guides pupils in selection of appropriate class projects, experiments, and home supervised project or occupational experiences.
6. Provides individual and small group instruction in order to adapt the curriculum to the need of pupils with widely varying intelligence and skill levels, and in order to accommodate the variety of projects and experiments worked on simultaneously.
7. Instructs pupils in use of eye protection and safety guards, and in the use, care, and safe operation of tools, machines, and equipment.
8. Maintains surveillance over storage and use of school-owned materials, equipment, and tools to prevent loss or abuse. Make minor adjustments and requests repairs to tools and equipment as required.
9. Establishes and maintains standards of pupil conduct needed to provide an orderly, safe and productive environment in an activity-type classroom with many potential hazards.
10. Maintains contact with agriculture community to keep in touch with job entry requirements. Instructs pupils in importance of accuracy, individual resourcefulness, and good work habits in obtaining and retaining jobs in the agriculture industry.
11. Maintains a comfortable room environment by control of materials, storage, lighting, heating, and ventilation to the extent possible.
12. Evaluates each pupil's performance, knowledge, and skills in course being taught and prepares progress reports.
13. Selects and requisitions books, instructional aids, equipment, tools, materials, and maintains required inventory records. Participates in ordering of shop materials, supplies, and parts as required, working under established budget and procedures.
14. Maintains professional competence through participation in in-service education activities provided by the district and/or in self-selected professional growth activities.
15. Provides related instruction with field, shop, laboratory cooperative work or other occupational experience that is appropriate to the vocational objective of the student.
16. Provides vocational instruction that is realistic in terms of current and future job specifications.

17. Participates in studies of the needs of youth in the school community.
18. Assists in placement of students.
19. Cooperates with local vocational counseling and guidance personnel.
20. Communicates with parents and school counselors on the individual pupil's progress.
21. Identifies pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitudes and learning problems.
22. Supervises pupils in out-of-classroom activities associated with agriculture program.
23. Participates in curriculum and other developmental programs within school of assignment and/or on a district level. May work with citizens' advisory committees in development of specific vocational education programs. May work under modular or flexible scheduling plans.
24. Performs basic attendance accounting and business services as required.
25. Shares in the sponsorship of student activities and participates in faculty committees.
26. May plan and coordinate the work of aides, teacher assistants, or other para-professionals.
27. Will maintain a cooperative attitude among the department staff.
28. Will actively participate in department objectives and goals and will carry out his assigned duties within the department.
29. Will fulfill his/her out-of-school and summer responsibilities as assigned.
30. Prepares and distributes news articles, brochures, etc., describing the agricultural education program.
31. Trains teams for agricultural competitive activities.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to speak, stand, talk, walk, see, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to read small print. The employee must frequently bend, reach above the head, as well as forward, and use fine motor skills.

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.