



TEACHER

TEACHER (SECONDARY JR-ROTC)

JOB DESCRIPTION

JOB TITLE: Teacher - Secondary Jr. ROTC
REPORTS TO: Campus Principal
LOCATION: Assigned Building

FLSA STATUS: Exempt
PAY GRADE: TCH
DAYS: 188 | **CALENDAR B**
JOB ID & DATE: TCH-12 | May, 2025

JOB PURPOSE SUMMARY

The Marine Corps Junior Reserve Officers' Training Corps (JROTC) Teacher is responsible for providing instruction, leadership, and guidance to high school students enrolled in the JROTC program. The JROTC Teacher will foster leadership skills, character development, and an understanding of military service while maintaining a positive and structured learning environment.

REQUIREMENTS

Education Level Details

Bachelor's degree in a relevant field (education, military science, etc.).

License / Certification Required

JROTC instructor certification is preferred.

Work Experience Required

Military experience in the Marine Corps or other branches (retired or active duty) with a solid understanding of military protocols.

Other Skills and Abilities Required

Effective teaching and communication skills.
Strong leadership, discipline, and organizational abilities.
Commitment to character development and the well-being of students.
Ability to pass background checks and meet other eligibility requirements for working with high school students.

EVALUATION

Performance will be evaluated annually in accordance with provision of the Board's policy on evaluation of professional personnel.

ESSENTIAL DUTIES AND RESPONSIBILITIES

INSTRUCTIONAL STRATEGIES

- Develop and implement lesson plans that fulfill the requirements of the district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual students. Design instructional activities which enhance the objectives and which reflect an interdisciplinary/thematic approach to teaching.

- Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by the district, board policies, and administrative regulations.
- Conduct assessment of student learning styles and use results to plan instructional activities.
- Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Uses technology to strengthen the teaching/learning process
- Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.

CONTENT SPECIFIC DUTIES AND RESPONSIBILITIES

MUSIC, BAND, ORCHESTRA EDUCATION

- Deliver the JROTC curriculum, which includes military science, leadership education, and physical fitness training, following established guidelines and standards.
- Plan and execute lessons that promote leadership development, teamwork, and discipline among students.
- Develop and mentor students to instill the values of leadership, ethics, and personal responsibility.
- Organize leadership workshops, seminars, and extracurricular activities to enhance leadership skills.
- Emphasize character education, focusing on integrity, self-discipline, respect, and citizenship.
- Promote values that align with the principles of the Marine Corps.
- Teach students drill and ceremonies, including proper military drill, formation, and uniform inspection techniques.
- Organize and oversee JROTC drill competitions and events.
- Lead physical fitness training sessions that improve students' physical readiness and overall health.
- Administer fitness tests and track students' progress.
- Facilitate team-building activities and exercises that promote cooperation, communication, and camaraderie among JROTC cadets.

- Organize and supervise field trips, leadership labs, and community service events related to JROTC objectives.
- Ensure safety and compliance with school and military regulations during these activities.
- Oversee the distribution and maintenance of JROTC uniforms and equipment.
- Ensure proper care and accountability of all JROTC resources.
- Assist with administrative tasks such as program registration, record-keeping, and reporting.
- Collaborate with the school administration on program planning and implementation.
- Provide mentorship and guidance to students, including academic and career counseling.
- Assist students in setting and achieving personal and educational goals.
- Foster positive relationships with parents, guardians, and the local community to promote the JROTC program.
- Organize and participate in JROTC-related community events.

STUDENT GROWTH AND DEVELOPMENT

- Showcase the academic performance of students.
- Conduct ongoing assessment of student achievement through formal and informal testing.
- Be a positive role model for students; support the mission of the school district.

CLASSROOM MANAGEMENT AND ORGANIZATION

- Create classroom environments conducive to learning and appropriate for the physical, social, and emotional development of students.
- Manage student behavior in accordance with the Student Code of Conduct / student handbook.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.

PROFESSIONAL GROWTH AND DEVELOPMENT

- Participate in staff development activities to improve job-related skills.
- Comply with the Colorado Department of Education, district, and school regulations and policies for classroom teachers.
- Attend and participate in faculty meetings and serve on staff committees as required.

- Assist in selecting books, equipment, and other instructional materials.
- Compile, maintain, and file all reports, records, and other documents required.

POLICY, REPORTS AND LAW

- Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
- Comply with all district and campus routines and regulations.
- Perform other duties as assigned by the building principal and the Superintendent of Schools.

BUDGET RESPONSIBILITIES

- Compile and maintain records of instructional materials and supplies.

PHYSICAL REQUIREMENTS/WORKING CONDITIONS

The physical demands, work environment factors and mental functions described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical Demands: While performing the duties of this job, the employee is occasionally required to stand, climb or balance, stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 40 pounds.

Work Environment: While performing the duties of this job, the employee will work primarily in a usual office or school environment including classrooms, cafeterias, hallways, playgrounds, gyms, and other spaces accessible to students. The Employee may be required to work from a remote location in the event of a district shut-down or other event.

Mental Functions: While performing the duties of this job, the employee is regularly required to communicate, compare, analyze, coordinate, instruct, evaluate, and use interpersonal skills. Occasionally required to compile, copy, compute and negotiate.

TRANSPARENCY IN PAY AND BENEFITS

Adams 14 is committed to transparency in compensation and benefits and complies with Colorado's Equal Pay for Equal Work Act. We offer a competitive and comprehensive benefits package designed to support the health, financial security, and well-being of our employees.

Compensation for this position is **\$64,501 to \$121,414** per year (2025-2026), based on verified experience and qualifications, and aligned with the Adams 14 salary schedule. This position is scheduled for **188** work days annually. Additional compensation opportunities may be available through stipends or supplemental assignments, depending on job responsibilities.

Benefits include: Paid Time Off (PTO), Medical, dental, and vision insurance plans, District contributions to Health Savings Accounts (HSA), Flexible Spending Accounts (FSA), Employee Assistance Program (EAP) with free and confidential support services and wellness and preventive care programs. Voluntary coverage options for life insurance, accidental death and dismemberment (AD&D), critical illness, cancer care, legal assistance, and accident insurance are available for all full-time staff.

Retirement and voluntary benefits include: Membership in the Colorado Public Employees' Retirement Association (PERA) and optional retirement savings plans including 403(b) and 457(b).

For more detailed information, please review the Adams 14 Employee Benefits Guide, available on the District website

Employee Printed Name: _____ Employee ID Number: _____
Signature: _____ Date: _____