



GOLDENDALE SCHOOL DISTRICT NO. 404

JOB DESCRIPTION

TITLE OF POSITION: **HIGH SCHOOL/MIDDLE SCHOOL STEM INSTRUCTOR**

QUALIFICATIONS:

1. Have or qualify for a valid Washington Teaching Certificate and endorsed with CTE Technology Education.
2. Successful experience working in CTE Industrial Arts / STEM or related field.
3. Knowledge of the current trends in the field.
4. Evidence of a high degree of confidentiality.
5. Effective communication and interpersonal skills, both verbally and in writing.
6. Willingness and ability to work cooperatively with administration, staff, students and parents.
7. Successful experience working with high school students and/or middle school students and proven ability to relate to young people.
8. Knowledge of essential learning and ability to integrate them into the classroom.
9. Understanding of available community resources.
10. Awareness and appreciation of diversity among individual students; and the ability to set appropriate expectations for individual students.
11. Knowledge and/or experience in serving students in rural districts.
12. Criminal history background and fingerprint check through Washington State Patrol and FBI.

REPORTS TO: Building Principals

JOB GOALS:

Plan, coordinate and instruct STEM and Industrial Technology courses to students 7th -12th grade. Develop Leadership skills through affiliation with the Program CTSO. Seek opportunities for students to earn CTE Dual Credit or industry certifications. Create 2 Programs of study in which a student may graduate from high school under the CTE program pathway option.

PERFORMANCE RESPONSIBILITIES:

1. Maintain professional, legal and ethical standards.
2. Complete and maintain all required reports and records in an accurate and timely manner.
3. Follow the course approved Frameworks regarding instruction, assessment and learning outcomes
4. Purchase supplies and equipment in an approved manner and follow the budget approved by the CTE Director, Advisory Committee and building principal.
5. Inform principal/staff on progress of assigned students.
6. Ensure all equipment is working properly and meets safety standards. See that all students pass safety tests before using any equipment and safety tests records are available upon request.
7. Participate in IEP and MDT meetings with special education teachers

and other professionals.

8. Perform duties as a Navigation 101 advisor.

9. Affiliate and supervise a CTSO related to the program area that is accessible to all students.

10. Work with a local program area advisory committee three times a year to ensure the program reflects the needs of the community and includes advisory committee input on program decisions.

11. Complete required clock hours/professional development to retain certification.

12. Attend Program Affiliated Professional Organizations (WITEA).

13. Participate in continuing education opportunities to expand course content and/or develop new courses as needed. 14.

Other duties as assigned.

TERMS OF EMPLOYMENT: Salary and work year to be established by the Board.

EVALUATION: Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of certificated personnel.