

Career and Technical Education Teacher – Secondary Computer Science Job Description



Job Title:	Career and Technical Education Teacher	FLSA:	Exempt/Professional
Reports to:	Campus Principal	Pay Grade:	Teacher Scale
Dept./School:	Assigned Campus	Calendar Days:	187
Contract:	Probationary/Term	Date Revised:	5.10.2021

Primary Purpose

Provide students with appropriate learning activities and experiences in the core academic subject area assigned to help them fulfill their potential for intellectual, emotional, physical, and social growth. Enable students to develop competencies and skills to function successfully in society.

Qualifications

Education/Certification/Experience:

- To teach Computer Science I, II and III or Digital Forensics, Applicants must hold a teaching permit in Computer Science (9-12), Computer Information systems (6-12, or 9-12), or to teach Fundamentals of Computer Science or Advanced Placement Computer Science Principles, Applicants must hold a teaching permit in Computer Science (9-12), Computer Information systems (6-12, or 9-12), Technology Application (EC-12, or 8-12), or Trade and Industrial Education, with a bachelor's degree and appropriate work approval)
- Applicants being hired under the Aldine ISD District of Innovation CTE must hold a Bachelor's in Computer Science, Digital Forensics, Computer Information Systems, Computer Information Technology, Computer Programming, or Computer Engineering three year of work experience in the field of computer science. (Non-Teaching)

Special Knowledge/Skills:

- Knowledge of the career and technical education subject assigned, and its industry
- General knowledge of curriculum and instruction
- Ability to instruct students and manage their behavior
- Ability to oversee student field experiences in career area assigned
- Ability to work collaboratively with colleagues
- Ability to use technology as an instructional, curriculum, and student management tool
- Strong organizational, communication, and interpersonal skills

The applicant may teach the following courses: (not an inclusive list)

- Introduction to Welding
- Welding
- Advanced Ultrasonic
- Film Interpretation and Weldment

Major Responsibilities and Duties

Instructional Strategies

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.

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

Student Growth and Development

7. Conduct ongoing assessment of student achievement through formal and informal testing.
8. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal, including a Career and Technical Student Organization (Student Leadership, Competitive events).
9. Present a positive role model for students; support mission of school district.

Classroom Management and Organization

10. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
11. Manage student behavior in accordance with Student Code of Conduct and student handbook.
12. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
13. Assist in selecting books, equipment, and other instructional materials.
14. Compile, maintain, and file all reports, records, and other documents required.

Communication

15. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

Professional Growth and Development

16. Participate in staff development activities to improve job-related skills.
17. Attend and participate in faculty meetings and serve on staff committees as required.

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Other

18. Comply with state, district, and school regulations and policies for classroom teachers.
19. Assume other duties as assigned by the campus principal and the Superintendent of Schools.

Supervisory Responsibilities:

Direct the work of assigned instructional aide(s).

Evaluation

Teachers will be evaluated by their administrator using Aldine ISD's teacher appraisal system earning one of the following levels of job performance:

- Highly Effective
- Effective
- Needs Improvement
- Ineffective

Work Environment

Mental Demands: Maintain emotional control under stress; work prolonged or irregular hours

Tools/Equipment Used: Personal computer and peripherals; standard instructional equipment

Posture: Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking

Lifting: Regular light lifting and carrying (less than 15 pounds); may lift and move textbooks and classroom equipment

Environment: Work inside, may work inside and outside; regular exposure to noise

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.