



**Position:** Secondary Teacher

**Assignment:** JROTC Instructor

**Reports to:** Principal

**Dept./School:** District Assigned

**Wage/Hour Status:** Exempt

**Pay Grade:** TC100/225 days

**Date Revised:** Spring 2024

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**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:**

**Minimum Education/Certification:**

- Bachelor's degree, associate degree, or high school diploma/GED
- Valid Texas teaching certificate with required endorsements or related training and work experience for certification waivers under the District of Innovation Plan (DOI)
- Eligible to obtain JROTC certification from the US military service (Army, Navy, Air Force, Marines)

**Special Knowledge/Skills/Experience:**

- Knowledge of core academic subject assigned
- Knowledge of curriculum and instruction
- Ability to instruct students and manage their behavior
- Strong organizational, communication, and interpersonal skills
- Retired from the US military

**Major Responsibilities and Duties:**

- Develop and implement lesson plans that fulfill the requirements of the district's and JROTC curriculum programs and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.
- 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 Texas Education Agency, board policies, and administrative regulations.
- Conduct assessment of student learning styles and use results to plan instructional activities.
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
- Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
- Conduct ongoing assessment of student achievement through formal and informal testing.
- Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.

- Be a positive role model for students and support mission of school district.
- Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
- Manage student behavior in accordance with Student Code of Conduct and student handbook.
- Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Assist in selecting books, equipment, and other instructional materials.
- Compile, maintain, and file all reports, records, and other documents required.
- Ensure JROTC facilities are adequate and meet military requirements.
- Develop and maintain a merit/demerit system to reinforce positive behavior for JROTC.
- Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.
- Actively recruit students to enroll in JROTC programs and maintain or exceed cadet enrollment requirements.
- Participate in staff development activities to improve job-related skills.
- Maintain military proficiency on topics taught in the JROTC curriculum.
- Comply with state, and district regulations and policies for classroom teachers.
- Attend and participate in faculty meetings and serve on staff committees as required.

**Mental Demands/Physical Demands/Environmental Factors:**

- Personal computer, phone systems, video/instructional equipment, air rifles, and peripherals
- Prolonged sitting and standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting
- Frequent walking, repetitive computer works with frequent use of hands and wrists
- Regular light lifting and carrying (less than 15 pounds); may lift and move textbooks and classroom equipment
- Work inside from school or location other than school building, may work outside, regular exposure to noise and computer monitors. Regular community and occasional statewide travel
- Maintain emotional control under stress; work prolonged or irregular hours; work with frequent interruptions.

**OTHER:** All employees are to follow district safety protocols and emergency procedures.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. This position is an in-person job and is to be performed at the location specified. It does not qualify for remote work or work from home status.

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Signature

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Date

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Print Name