POSITION OPENING

Posting Date:    July 2, 2015
Title:           Career Technical Education Agriscience Instructor
Circumstances:  Staff Retirement
Salary:          Wage and benefits to be in accordance with the Master Agreement for Certified Staff
Start Date:      August 26, 2015

Certification/Qualifications:
Must possess Interim Occupational Certificate (IOC) or Occupational Education Certificate (OEC) in Applied Horticulture and Horticulture Operations (CIP Code 01.0000) or Agriculture Science and Natural Resources (CIP Code 02.9999)
Or, qualify for Annual Occupational Authorization in Agriscience (4,000 hours of paid recent (last 5 years) and relevant work experience in the Agriscience field and current appropriate licensure or certification)
Experience leading FFA activities preferred
Knowledge of how academics are integrated into CTE Curriculum
Strong communication background
Ability to work effectively with all ability levels
Desire to stay current with curriculum needs
Ability to work effectively as a team member

Deadline for Applications: Open

Performance Responsibilities:
1. Plan appropriately and effectively for instruction.
2. Maintain a positive climate for teaching and learning.
3. Demonstrate appropriate classroom management.
4. Direct effectively and efficiently the student learning process.
5. Organize and maintain a business advisory board.
6. Organize instructional activities that complement and enhance the learning process.
7. Interact positively and appropriately with students, parents, and other staff members.
8. Maintain teacher certification and requirements.
9. Attend professional development activities.
10. Work with post secondary institutions to build seamless transitions and articulation agreements.
11. Actively involve students in leadership activities such as clubs and organizations.
12. Develop and maintain a vision for the program.
13. Maintain facilities and equipment in a safe, clean, and organized manner.
14. Develop and maintain contacts with business and industry.
15. Stay current with industry needs, trends, and relative issues.
16. Supervise proper house cleaning in the lab and classroom area.
17. Requisition and purchase materials and supplies through the proper channels.
18. Work cooperatively and communicate with administration on a regular basis.
19. Plan and implement an ongoing, documented safety program for the training area.
20. Identify and use community resources, people and facilities to enhance the learning experiences for students.
21. Orient and acquaint students with the policies, regulations, services, resources and programs of the Montcalm Area Intermediate School District and Montcalm Area Career Center.
22. Maintain confidentiality of student records and information.
23. Monitor and evaluate student progress using acceptable grading procedures.
24. Work closely with support staff to assist special needs students in meeting identified training objectives and tasks.
25. Develop and maintain an outcomes-based curriculum.
26. Maintain and provide an up-to-date inventory of supplies, equipment and textbooks/reference materials.
27. Review equipment needs yearly and develop a long-range equipment plan.
28. Successfully meet annual program standards.
29. Successfully integrate academic standards and benchmarks into the curriculum.
30. Actively recruit students in respective Career Technical programs.
31. Plan and implement technology usage into the program.
32. Implement an annual personal growth plan.
33. Communicate suggestions and criticisms through proper channels.
34. Provide enthusiastic and creative leadership for all students and assist them in taking full advantage of their educational opportunities.
35. Attend and assist with public relations activities designed to promote the Career Center.
36. Participate in and lead FFA chapter and activities.
37. Set up Supervised Agricultural Experiences (SAE); supervise SAE projects.
38. Complete all duties as assigned by administration.

Inquires Directed
To: Celena Mills, Associate Superintendent of CTE/Principal CTE
Montcalm Area Career Center
1550 West Sidney Road
Sidney, MI 48885
517-328-6621

Applications: Applications must include a letter of application, detailed resume of training, work experience, references, and any pertinent credentials. Please submit through Applitrack at www.maisd.com

Evaluation:
Performance of this job will be evaluated in accordance with the certified staff contract.

Statement of Assurance:
It is the policy of Montcalm Area Intermediate School District that no person on the basis of race, color, religion, national origin or ancestry, age, gender, height, weight, marital status, or disability shall be subjected to discrimination in any program, service, activity, or in employment for which it is responsible. Inquiries related to discrimination should be directed to: MAISD Superintendent, P.O. Box 367, 621 New Street, Stanton, MI 48888. (989-831-5261)

Montcalm County Intermediate School District is an Equal Opportunity Employer. Auxiliary aides and services are available upon request to individuals with disabilities.

Date Posted: 7/2/15
Removed on: 
Authorization by: 
Superintendent

EOE