



Mobile County PUBLIC SCHOOLS

Job Description Title – FAMILY AND CONSUMER SCIENCES TEACHER

SUPERVISED BY/REPORTS TO: Principal and Career/Technical Education Supervisor

FLSA Designation: Exempt

JOB SUMMARY:

This position, covered by this specification, serves as a general education classroom teacher; classes taught may be single or multi-grade level, subject, skill, or specialty oriented. This position usually performs duties within a team or departmental setting but might work independently in a unique teaching specialty. This position may be assigned to science labs or industrial arts/technology or other education labs where greater than average monitoring is required to diminish the chance of accidental injury to students.

QUALIFICATIONS:

- Must have a Valid Alabama Teaching Certificate in Family & Consumer Science **OR** have a Bachelors or Master's Degree in Family and Consumer Science (or a related field) from a regionally accredited college or university.
- Must have a minimum 2.50 G.P.A. on a 4.0 scale on the undergraduate degree from a regionally accredited institution of higher education. Persons with Master's Degrees need a minimum GPA of 3.0 on a 4.0 scale.
- **Applicants MUST attach their Bachelor's degree transcript and/or Master's Degree Transcript to their online application to be considered for employment.**
- Must complete New Career/Technical Teacher Institute within the first year of employment.
- Must take and pass (if not already taken) the Family and Consumer Science Praxis II 5122 within the first year of employment (by June 1) if a new employee.
- Existing teachers wishing to transfer must have already passed the Praxis before a transfer will be granted. Expense for exams is borne by the teacher.
- Those applicants without a valid Alabama Certificate are required to take and pass four designated college courses in a two-year period for continued employment and those costs are borne by the teacher.
- Ability to meet suitability criteria for employment and/or certification/licensure under the Alabama Child Protection Act of 1999 and Act No. 2002-457.
- Regular and punctual attendance; full compliance with system sick leave and personal leave policies.

LANGUAGE SKILLS:

Ability to communicate fluently in English, both verbally and in writing. Ability to effectively present information and respond effectively to questions in one-on-one and small group situations to students, parents, and other school staff. Ability to verbally respond to common inquiries from students. Ability to read and interpret documents such as the Alabama Course of Study, safety rules, Individual Education Plans (IEPs), operating and maintenance instructions, procedure manuals, governmental regulations, professional journals, and any other instructional documents deemed necessary to carry out the requirements of the job. Ability to write routine reports and correspondence that conform to prescribed style and format.

INTERPERSONAL SKILLS:

Works well with and respects others from diverse backgrounds and cultures. Focuses on solving conflict, maintaining confidentiality, listening to others without interrupting, keeping emotions under control, remaining open to others' ideas, and contributing to building a positive team spirit. Ability to effectively present information and respond effectively to questions in one-on-one situations and

promotes positive interactions with other faculty members and stakeholders. Teachers should be sure that all their social media accounts are professional and appropriate. Does not project personal beliefs or biases onto students or faculty members.

REASONING ABILITY:

Ability to plan, organize, develop, and conduct a comprehensive teaching and instruction program in the visual arts course being taught for students in the district. Ability to identify and define problems, collect data, establish facts, and draw valid conclusions.

COMPUTER SKILLS:

General knowledge of computer usage and ability to use email, internet software, and word processing software. Must learn other software used by the district, i.e., PowerSchool, Schoology etc. Must be able to develop and/or facilitate an online course.

PERFORMANCE RESPONSIBILITIES AND ESSENTIAL DUTIES:

The performance responsibilities and essential duties described here are representative of the knowledge, skill, and/or ability required to do the job. An employee must meet these to perform the essential functions of this job successfully and satisfactorily.

1. Maintain program requirements for TAPE AND Comprehensive Monitoring.
2. Teaches concepts and skills in foods and nutrition, clothing and textiles, home management, family relationships, and consumer education to students, utilizing the course of study adopted by the Board of Education.
3. Organizes class activities so that preparation, instruction or laboratory work and cleanup activities can be accomplished within the allotted time.
4. Demonstrates skill techniques in Family and Consumer Science and prepares appropriate instructional aids and display materials to enhance student learning.
5. Provides instruction on safety procedures and proper handling of materials and equipment by requiring 100% on a safety test before lab use.
6. Makes minor adjustments to and requests repairs to equipment as required.
7. Evaluate and communicate accurate and timely information in regard to individual student progress, to the student, parents, and professional colleagues who need access to the information.
8. Serves on Career Technical Education (CTE) advisory groups, as required.
9. Engages and maintains professional growth, adheres to professional standards, and demonstrates professional ethics, sound judgement and leadership.
10. Establishes and maintains an active FCCLA Chapter. Participates as local chapter advisor for the appropriate Career and Technical Student Organization.
11. Demonstrates knowledge of the prescribed curriculum, current educational research, and technological tools; exhibits skills in implementing the best instructional practices and varied teaching methods to address student learning styles and achieve meaningful and measurable outcomes, in accordance with course of study guidelines and student learning objectives.
12. Provides appropriate instruction accommodations/modifications for students with disabilities and students who have limited proficiency in English by developing an individualized Career Tech Implementation Plan (CTIP).
13. Collects, receipts, and submits school funds in accordance with school procedures and Board policy.
14. Maintains and submits reports/records/correspondence in a timely and accurate manner.
15. Properly uses and cares for equipment and material resources of the school system and effectively supervises and monitors students in the care, maintenance, and use of tools, equipment, and inventory.
16. Engages in continuous improvement and professional development, including earning appropriate industry certification. Attends all required in-service training meetings and workshops. Attends and participates in faculty meetings.
17. Arranges opportunities for students to attend enriching field trips both during and after school hours. Attends and chaperones field trips as assigned.

18. Always interact in respectful ways with students, maintaining a physically and emotionally safe, supportive learning environment that is characterized by effective routines, clear expectations for all students behavior, and organization that maximizes student learning.
19. Maintains appropriate confidentiality regarding school/workplace matters including social media and online platforms.
20. Reports potential problems, or unusual events, to appropriate administrative or supervisory personnel. Reports incidents for the purpose of maintaining the personal safety of students and employees.
21. Adheres to school system rules, administrative procedures, local Board policies, and state, federal regulations.
22. Is a role model for students and supports the mission of the school district.
23. Works well with all administrators, teachers, and other members of the school staff.
24. Performs other duties assigned by supervisor, administrator, or principal.

PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job:

The employee is regularly required to speak and listen. The employee is frequently required to walk, stand, sit, use hands for fine manipulation, handle or feel, and reach with hands and arms using a keyboard and video display terminal. The teacher is occasionally required to stoop, kneel, or squat. The teacher may be on their feet standing for over an hour. The teacher may regularly lift and/or move up to 25 pounds and occasionally may push or pull up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, ability to focus, and peripheral vision.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Works in a classroom setting. The noise level is usually low to moderate but occasionally high depending on classroom activities. The employee is occasionally exposed to wet or humid conditions and/or outdoor weather conditions. The employee may be exposed to bloodborne pathogens. Outside carpool and traffic duty may occasionally be required.

EVALUATION

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Certified Employees. Evaluation will be conducted by the building principal, the CTE Supervisor, or their designee.

TERMS OF EMPLOYMENT

Work periods are 9-months (187 days) 7 hours per day usually Monday through Friday. Daily work schedule will be determined by the Principal. Work assignments and schedules are subject to change. At Will Employee subject to the Students First Act of 2011 and other applicable state and federal laws.

SALARY

See current Salary Schedule on Human Resources Webpage.

This job description describes the general nature and level of work performed by employees assigned to this position. It is not intended to be an exhaustive list of all job goals, qualifications, and responsibilities and the employee may be required to perform other related duties as assigned. The Mobile County Board of Education Division of Human Resources reserves the right to amend the job description as needed, without notice.

THE MOBILE COUNTY PUBLIC SCHOOL SYSTEM IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate based on age, race, color, sex, sexual orientation, religious preference, marital status, disability, national origin, or any other reason prohibited by state or federal law. Employees of the District are required to comply with the provisions of Title VII of the Civil Rights Act and Title IX of the 1972 Educational Amendments.