Hickman County Schools

Job Title: Career Technical HVAC Teacher

Contract Period: 200 days

Reports to: Building Level Administrator

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Purpose of Job: Provide leadership for the school site, including support of the instructional process and overall operations of the school building. Communicate with students, parents, teachers, and stakeholders. Enforce established rules and policies

JOB SUMMARY

The CTE Teacher (Grades 9-12) is responsible for teaching TN State CTE Standards to high school students in order to fulfill the requirements of the program of study in the chosen area. In addition, upon initial employment, the Teacher will attain certification through 18 hours of coursework at the university level. The Teacher is also required to complete State reporting each semester and must attend two weeks of summer training in Nashville the first year of service.

ESSENTIAL FUNCTIONS:

* Uses audiovisual aids and other materials to supplement presentation.
* Prepares for class and show evidence of preparation when requested by the Principal or other school official.
* Prepares to teach the course of study, assigns lessons, and corrects homework papers corresponding to the course of study.
* Prepares for assigned classes using appropriate materials to meet the needs of the individual student.
* Uses a variety of evaluation strategies and records results when appropriate.
* Maintains order in the classroom and on school grounds/property.
* Organizes and assigns lessons.
* Administers tests to evaluate progress, records results, and issues reports to inform parents of student progress.
* Works as a cooperative Teacher to make modifications for students with learning differences as needed so the students can feel successful in the classroom.
* Maintains accurate attendance, grade records, and permanent records as required by the school system and the State Department of Education.
* Conducts and maintains a classroom environment conducive to learning.
* Encourages students to maintain appropriate standards of classroom behavior.
* Meets with parents or guardians to plan and develop objectives and goals to improve students' academic progress.
* Assists in enforcing school rules, Board policies, and administrative regulations.
* Meets all in-service, administrative, and State Department of Education requirements.

JOB REQUIREMENTS

* Minimum five (5) years of experience in HVAC.
* Must obtain 18 credit hours in an accredited school of education over a three year period.
* Must have electrical certification.
* Must possess a high degree of knowledge in industrial or residential HVAC to include installation and service.
* Must possess EPA 608, OSHA 10 certifications
* Strong hands-on technical background in the field of instruction.
* Must possess computer skills.

SKILLS

* Must possess the organization and communication skills necessary to be an effective teacher and to interact with high school students and parents.
* Must show evidence of good character, mature attitude, and interpersonal skills.
* Must commit to remain certified in the instructional field and maintain program accreditation(s).