

## **BUSINESS/MARKETING INSTRUCTOR**

**Qualifications:** Professional or alternative certificate endorsed in Business/Marketing

**Reports to:** Principal and Career and Technical Education Supervisor/Director

**Job Goal:** To teach knowledge, skills, and competencies in the respective subject areas and to sponsor a career technical student organization.

### **Performance Responsibilities:**

- Follow the state course of study and the standards established by the State Department of Education
- Instruct assigned classes in the locations and at the times designated
- Develop and maintain a classroom environment conducive to effective learning
- Evaluate student progress on a regular basis
- Ensure the program meets all the standards set forth by the State Department of Education, as related to Business and Industry Certification
- Develop an advisory council to determine needs and assess progress of the program
- Maintain a strong student organization that includes community involvement as well as involvement in a career technical student organization
- Maintain accurate records and submit reports on time as required by law
- Attend professional meetings, educational conferences, and teacher training workshops to maintain and improve professional competence
- Be regular and punctual in attendance
- Perform other duties which might be reasonably assigned by the Principal, Career Tech Director and/or Superintendent

**Terms of Employment:** Nine-month contract

**Evaluation:** Evaluation of job performance will in accordance with provisions of established Board policies and procedures.