

EMPLOYEE NAME: _____

Created 7/11 ; Rev.10/12; 9/26

JOB DESCRIPTION

POSITION TITLE: Teacher, Automotive Service Technology	JOB CODE: 150
DIVISION: Academic	SALARY SCHEDULE: Teacher
DEPARTMENT: Curriculum, Instruction & Assessment Career, Technical & Agricultural Ed	WORKDAYS: 183
REPORTS TO: Principal	PAY GRADE: CIT1
FLSA: Exempt	PAY FREQUENCY: MONTHLY
PRIMARY FUNCTION: Provides quality standards-based instruction in the area of Automotive Service Technology; assesses and encourages student progress, manages an effective learning environment to maximize student achievement.	
REVISION DATES: 9/26	

REQUIREMENTS:

1.	Educational Level: High School Diploma or HSE equivalent with valid certification from National Institute for Automotive Services Excellence (ASE) in the Automobile Technical Certification Series in all four areas of: Engine Performance; Suspension and Steering; Brakes; and Electrical/Electronic Systems with 2 years occupational experience
2.	Certification/License Required: Valid Georgia Teaching Certificate or eligible for Professional Standards Commission (PSC) Trade and Industry (T&I) Technical Specialist in Automotive Service Technology
3.	Experience: 2 years' occupational work experience in Automotive Service Technology Industry
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities
5.	Knowledge, Skills, & Abilities: Written and oral communication

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Facilitates/coordinates a rigorous Automotive Service Technology curriculum with career-related instruction; assesses and provides for differentiation to assure student progress while managing the learning environment.
3.	Complies with state and system level regulations and policies; including the rules of the Professional Standards Commission Code of Ethics for Educators.
4.	Integrates core content academics and embeds the CCGPS Literacy Anchor Standards for Technical Subjects within the program delivery of the Common Core Georgia Performance Standards (CCGPS) curriculum for Automotive Service Technology's career pathways' courses.
5.	Models enthusiasm for Automotive Service Technology and demonstrates current innovations in the agricultural industry, including competition within global economy.
6.	Administers developmental testing programs, subject-specific formative/summative assessments, and industry-recognized technical skill assessments for the purpose of evaluating students' industry certification competency levels attainment and/or the monitoring and development of individual learning growth and student progress towards achieving Individual Graduation Plan's (IGP) goals.
7.	Sponsors/infuses co-curricular Skills USA career tech student organizational (CTSO) experiences to students in the program for the purpose of leadership development, advanced technical skills attainment, workforce readiness preparation, and college career-readiness studies.
8.	Manages and maintains program's assigned equipment, software, and supplies.
9.	Maintains professional development competence through on-going educational and professional development training, as required for certification.

10.	Engages, conducts, and documents meeting minutes of an active local school Automotive Service Technology Advisory Committee for the curriculum area's career-related activities support.
11.	Establishes and maintains industry and post-secondary connections to promote/encourage students' participation in continuing education opportunities; including, College Credit Now's Move On When Ready (MOWR), Dual Enrollment, and Articulation Credit programs.
12.	Maintains prompt and professional communication with parents.
13.	Performs other duties as assigned by appropriate administrator.

Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____