

JOB DESCRIPTION

Location: District
Effective: 01/2019
Approved: AA



SHELTON SCHOOL DISTRICT #309 Shelton, Washington

TEACHER – CTE HEALTH SCIENCE ACADEMY (Medical Terminology & Human Body Systems)

JOB SUMMARY:

The job of the CTE Health Science Academy Teacher is to provide introductory instruction in Medical Terminology and Human Body Systems preparing students for exploration of healthcare-related careers. The teacher will use District-approved curriculum; document teaching and student progress/activities/outcomes; address specific educational needs of students; provide a safe and optimal learning environment; and provide feedback to students, parents and administration regarding student progress, expectations, goals, etc.

ESSENTIAL FUNCTIONS, DUTIES, AND RESPONSIBILITIES:

Depending upon individual assignment, the teacher performs all or a combination of several of the following duties. This list of essential functions is not exhaustive and may be supplemented as necessary.

1. Advises parents and/or legal guardians of student progress for the purpose of supporting teacher's expectations, developing methods for improvement and/or reinforcing classroom goals in the home environment.
2. Assesses students for the purpose of providing feedback to students, parents and administration regarding students' progress, expectations, goals, etc.
3. Assists other teachers for the purpose of implementing curriculum.
4. Collaborates with school personnel, parents and various community agencies for the purpose of improving the quality of student outcomes, developing solutions and planning curriculum.
5. Demonstrates methods required to perform assignments and/or skills (e.g. lab experiments, healthcare techniques, etc.) for the purpose of providing the students with the necessary skills to perform the tasks safely and/or accurately.
6. Directs instructional assistants, volunteers and/or student aides for the purpose of providing an effective school program and addressing the needs of individual students.
7. Instructs students for the purpose of learning industry standards from the Healthcare industry and improving their success in academics through a defined course of study and field experiences.
8. Monitors student activities for the purpose of providing a safe and optimal learning environment.
9. Prepares teaching materials and reports (e.g. grades, attendance, anecdotal records, etc.) for the purpose of implementing lesson plans and providing documentation of teacher and student progress.
10. Reports incidents (e.g. fights, suspected child abuse, suspected substance abuse, etc.) for the purpose of maintaining personal safety of students, providing a positive learning environment and adhering to the education code, district and/or school policies.
11. Assists other personnel as may be required for the purpose of supporting them in the completion of their work activities.
12. Maintains an active CTE advisory committee made up from local and regional healthcare experts.
13. Performs other related duties as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

- Experience and/or training in the Healthcare industry, related to medical terminology and human body systems.
- Instructional skills to promote learning of health and related subject matter, motivate students, communicate with individuals from varied educational and cultural backgrounds, and evaluate their performance.
- Skills to motivate students, communicate with individuals from varied educational and cultural backgrounds, direct support personnel, and provide feedback on their performance.
- Knowledge of age-appropriate teaching methods, state curriculum framework, education code, appropriate instructional subjects.
- Ability to teach and perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with the students, parents, and other school personnel.
- Meet schedules and deadlines.
- In cooperation with healthcare professionals, create opportunities for student and classroom experiences to include guest speakers, job shadows, and field trips.

WORKING CONDITIONS:

Ability to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative working relationships with students, parents, other school personnel, meet schedules and deadlines. Significant physical abilities include lifting, carrying, reaching, handling, talking, hearing, near/far visual acuity, depth perception, field of vision.

MINIMUM QUALIFICATIONS:

Ability to obtain appropriate Washington State CTE Teaching certification.

CTE certification in Health Sciences.

Healthcare Industry experience desirable, but must have completed, or plan to complete, a Washington State approved *Plan 2 CTE teacher training program*.

REPORTS TO: Building Principal or Assigned Administrator.

TERMS OF EMPLOYMENT:

Salary and benefits according to state salary schedule and negotiated agreement.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of Washington State Law and the bargained agreement.