

WESTERN AREA CAREER & TECHNOLOGY CENTER

688 Western Avenue, Canonsburg, PA 15317

CARPENTRY TEACHER – CIP 46.0201

POSITION GOAL

To professionally fulfill the educational goals and objectives in conjunction with the educational philosophy, objectives and policies as set forth by the Western Area Career & Technology Center Joint Operating Committee.

OVERALL RESPONSIBILITY

- The Carpentry Teacher shall be responsible for the development of curriculum, course outline, lesson plans, and other professional responsibilities needed to provide effective student learning opportunities.
- The Carpentry Teacher will revise his/her program as technological developments in the field demand.
- Responsibility for professional development, certification, good classroom and laboratory management shall be developed in close harmony with the Executive Director and/or designee and Counselors, so that a total team concept might be employed in the operation of the Western Area Career & Technology Center.
- Adhere to policies, procedures and protocols established by federal, state and local agencies and the Joint Operating Committee, and philosophies consistent with those of the administration and/or designee.

ORGANIZATIONAL RELATIONSHIP

The Carpentry teacher is directly responsible to the Executive Director and/or Principal.

QUALIFICATIONS

- Vocational Certification in Carpentry preferred or qualifications to obtain such certification required, and such other academic and/or experiential qualifications as established by the Western Area Career & Technology Center.
- Must possess and maintain the appropriate academic/technical area certification(s) for this program content area as required by the Joint Operating committee adopted curriculum.

DUTIES AND RESPONSIBILITIES

The essential functions of this position include, but are not limited to, the following fundamental duties:

- Honor and protect the confidentiality of student, personnel, and school business.
- Implement the educational program within the parameters of the educational philosophy, objectives and policies as set forth by the Western Area Career & Technology Center Joint Operating Committee.
- Develop, revise and implement the Carpentry curriculum.
- Teach student (grades 10-12 and adults) classroom theory and hands-on experience in preparation for Carpentry occupations and post-secondary education.
- Promote, maintain and control a safe, organized and well-equipped learning environment.
- Maintain a professional attitude and appearance.
- Keep abreast of advancing technology, curriculum changes and instructional delivery techniques by participating in professional development activities.
- Maintain student records and communicate student progress with parent/guardian and appropriate Western Area Career & Technology Center personnel.
- Implement sound fiscal procedures within the financial parameters of the assigned budget for the instructional area.
- Maintain and update an Occupation Advisory Committee for the instructional area, meeting at least twice a year.
- Attend contracted in-service days and special events.

- Develop and promote student leadership and citizenship through the integration of student organization activities into the curriculum.
- Work to portray a positive image for the Western Area Career & Technology Center.
- Perform all other duties assigned by the Executive Director and/or Principal.

TERM OF EMPLOYMENT

Contractual

EVALUATION

Performance will be evaluated on an annual basis by the Executive Director and/or Principal.

This position holder must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the Western Area Career & Technology Center Executive Director of any and all reasonable accommodations that will be required.