



Coquille

School District #8

970 N Central
Coquille, Oregon 97423
Phone: 541-396-2181 Fax: 541-396-5015

DATE: February 21, 2023
TO: All Interested Parties
FROM: Rachel Price, Human Resource Director
SUBJECT: Notice of Vacancy – **Internal/ External**

Coquille School District has the following opening for the 23-24 School Year:

POSITION: Career & Technical Manufacturing Technology and Welding

Salary Range: \$40,000 to \$80,143 DOE

Qualifications: This position is the primary instructional delivery person in the classroom, however, **position does not require a teaching license to apply.** Preference will be given to candidates who can display industry knowledge and related work or educational experience. Should have relatable work experience in Metal Work and Agriculture.

COMPLETE APPLICATION:

A Complete Application Consists of:

1. Letter of Interest
2. Application:
 - Ask for at District Office or,
https://www.cosa.k12.or.us/sites/default/files/job-files/certified_application_5.pdf
3. Resume

SEND TO: Rachel Price
Coquille School District 8
970 N. Central
Coquille, OR 97423
rprice@coquille.k12.or.us

CLOSING DATE: Open until filled

TERMS OF EMPLOYMENT: Pre-employment background check & drug testing required

Coquille School District is an EOE.

If you have a disability and need this publication in an alternate form, please contact Coquille School District 8 541-396-2181

Job Title: **Teacher, CTE**

Assignment: **Career/Technical Education (CTE)**

Reports to: **CTE Director/Principal**

Evaluated by: **CTE Director/Principal**

Position Overview: This position is the primary instructional delivery person in the classroom. Student achievement and growth are primarily dependent on the work and efforts of the classroom teacher. The position is demanding, varied and complex. The teacher must have excellent communication and interpersonal skills and be well trained in content knowledge and teaching strategies. To perform this job successfully, an individual must be able to execute each requirement satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability needed for this position.

1. Essential Job Functions:

- a) Plans and implements a program of study following State and District goals/curriculum that as much as possible meets the individual needs and development of students.
- b) Guides the learning process toward the achievement of curriculum goals; establishes clear objectives for all instructional units, projects and lessons to communicate these goals and objectives to students.
- c) Develops and maintains a classroom environment conducive to learning with the resources provided by the District.
- d) Establishes and clarifies acceptable standards for student behavior and demonstrates effective classroom management skills.
- e) Assists the administration in implementing all policies and/or rules governing student conduct, and, for the classroom, develops reasonable rules of classroom behavior and attendance.
- f) Build and maintains the Program of Study by leveraging community resources and increasing student involvement.
- g) Maintains accurate, complete and confidential records as required by law, District policy and administrative regulations.
- h) Assesses the accomplishments of students on a regular basis and maintains such records as required by law and District policy.
- i) Serves as a role model to students in the areas of appearance, actions, behaviors and interpersonal interactions with peers.
- j) Provides academic modifications for special needs students.
- k) Cooperates with other members of staff in planning District curriculum and instructional methods, goals and objectives.
- l) Takes reasonable precautions to provide for health and safety of the students and to protect equipment, materials and facilities.
- m) Satisfactorily performs teaching responsibilities and continually evaluates and reappraises professional performance using District guidelines. Assumes the responsibility for seeking help and advices, and takes full responsibility for demonstrating professional growth and needed improvement.
- n) Maintain a high level of ethical behavior and confidentiality of information about students, parents, and staff.

2. Other Job Functions:

- a) Attends meeting and serves on committees as directed.
- b) Maintains a professional relationship with colleagues.
- c) Directs and assigns activities of assigned instructional assistants, volunteers and other paraprofessionals.

- d) Perform such other tasks (which may require knowledge of other job descriptions) as may deem to be appropriate to the Board or Administration.

3. Qualifications:

a) Knowledge of:

- i. Preference will be given to candidates who can display industry knowledge and related work experience.
- ii. Familiarity and relatable work experience or education in the Agriculture field.
- iii. Familiarity with metal work techniques, tools, and ability to teach those skills.

b) Ability to:

- i. Be a team leader and develop and maintain a structured environment.
- ii. Maintain strength of knowledge and practice in instructional skills and strategies.
- iii. Demonstrate knowledge of subject matter, to seek professional growth, improve classroom instruction, and to qualify for license renewal by following both state and district regulations.
- iv. Demonstrate standards of moral character and behavior to serve as an effective role model for students.
- v. Maintain confidentiality when dealing with student, staff and/or parent information.
- vi. Communicate with individuals of varied cultural and educational backgrounds.
- vii. Work effectively in an environment which can be physically fatiguing.
- viii. Identify and support challenging behaviors through positive behavior supports.

4. License:

- a) Ability to be licensed by Oregon’s Teacher Standards and Practices Commission in appropriate grade level / Career and Technical Education endorsement area specific to the Program of Study.

5. Physical Requirements:

In an eight-hour day, employee may

- a) Stand/Walk 5-6 Hours
- b) Drive 1-2 Hours
- c) Sit 3-4 Hours
- d) Stoop/Squat/Bend 1-2 Hours
- e) Lift/Carry 1-2 Hours Up to a weight of 50 lbs
- f) Climb Stairs Occasionally
- g) Use hands for repetitive motions Frequently
- h) Use feet for repetitive movements Frequently

- **Note: If hired, no unauthorized comments or postings about district business or students are allowed on social media.**

This job description, developed February 4, 2019, supersedes all prior descriptions for this position.

I have reviewed this Job Description and understand the contents.

Employee

Date

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.