

Automotive Technology Teacher

POSITION: Automotive Technology Teacher

LOCATION: Fayette Institute of Technology

REPORTS TO: Principal

QUALIFICATIONS:

- High School Diploma or GED;
- Hold appropriate Master ASE certifications;
- Minimum of four (4) years of wage earning experience **OR** training in an approved vocational school or two/four year technical school certification may be substituted for work experience; and
- Must hold or be eligible for a vocational teaching certificate endorsed in Auto Mechanics 9-AD.
- Must pass a Basic Skills Test as well as a written and performance NOCTI Content Test in Auto Mechanics.
- The applicant will also be required to successfully complete vocational course work from the WVU Institute of Technology which includes a required two-week summer program in order to complete appropriate Vocational Certification.
- Required State Police criminal background check.
- Ability to work cooperatively with others (Team Player)

AREAS OF INSTRUCTION: Fundamentals of Automotive Technology, Brakes, Suspension and Steering Diagnosis, Basic Engine Concepts, Alternative Fuels, Engine Measuring Concepts, Engine Disassembly/Reassembly, Electrical/Electronic Systems, Engine Performance, Heating and Air Conditioning, and Manual/Automatic Drive Train Axles

RESPONSIBILITIES: Responsible for teaching the automotive technology content standards and objectives.

- Teaches entry level auto mechanic skills
- Manages classroom discipline
- Develops course outlines and prepares weekly lesson plans
- Utilizes instructional management systems which increase student learning and maximizes time on task
- Monitors student progress towards learning outcomes
- Reinforces basic skills
- Fulfills requirements for I.E.P. for special needs students
- Keeps and reports records
- Promotes and maintains positive pupil-teacher-parent relationships
- Assists students with job placement
- Changes and updates curriculum
- Maintains and upgrades his/her professional skills
- Maintains professional work habits
- Teaches and demonstrates safety procedures

- Facilitate and participate in Skills USA competitions and skill development
- Serves as a sponsor for the youth activities
- Serves on school committees/works with colleagues
- Organizes and effectively uses the Program's Advisory Council
- Evaluate, record, and report student performance to parents and home high schools.
- Participate in advising and guidance of students for both occupational areas.
- Performs other duties as assigned by the Principal

TOOLS AND EQUIPMENT USED

Proficient in use of all Automotive Technology Tools and Equipment
Computers & Software

TEACHERS' PERFORMANCE CRITERIA:

Performance criteria are developed for state adopted responsibilities. The purpose is to clarify teacher responsibilities and help provide guidance to the employee in understanding job expectations.

PROGRAMS OF STUDY:

Definition: Provides curricula required by the state of West Virginia.

- A. Bases instruction on adopted curricula for the school.
- B. Demonstrates accurate and current knowledge in subject field.
- C. Develops appropriate objectives.
- D. Employs appropriate instructional strategies.
- E. Utilizes content scope and sequence in planning.

CLASSROOM CLIMATE:

Definition: Provides an atmosphere conducive to learning consistent with school/county mission.

- A. Follows established school discipline procedures which include WV126CSR99 and WV Board of Education Policy 4373 – Student Code of Conduct.
- B. Establishes procedures and rules that enhance learning.
- C. Encourages students' attendance.
- D. Sets high positive expectations for student performance
- E. Encourages and acknowledges individual student accomplishments and appropriate behavior.
- F. Treats students in a fair and equitable manner.
- G. Accommodates individual learning differences.
- H. Creates and maintain an environment that supports learning
- I. Communicates with parents.

INSTRUCTIONAL MANAGEMENT SYSTEMS:

Definition: Organizes strategies for teaching to maximize the use of allocated instructional time to increase student learning.

- A. Prepares and implements lesson plans.

- B. Begins lessons or instructional activity with a review of previous material as appropriate.
- C. Prepares materials, supplies and equipment at the start of the lesson or instructional activity.
- D. Introduces the instructional activity and specifies instructional objectives.
- E. Directs students to be on task quickly at the beginning of each instructional activity.
- F. Presents reading, writing, speaking, and listening strategies using concepts and language which students understand.
- G. Provides relevant examples and demonstrations to illustrate concepts and skills.
- H. Assigns developmentally appropriate tasks.
- I. Provides instructional pacing that ensures student understanding.
- J. Maximizes student time-on-task.
- K. Makes effective transitions between instructional activities.
- L. Summarizes the main point(s) of the instructional activity.
- M. Encourages students to express ideas clearly and accurately.
- N. Incorporates higher level thinking skills.
- O. Assists students to develop productive work habits and study skills.
- P. Provides remediation activities for students.
- Q. Designs, delivers, and assesses student learning activities addressing the state adopted instructional goals and objectives.
- R. Integrates a variety of technology applications and learning tools to augment student achievement.

STUDENT PROGRESS:

Definition: Gathers, stores, and monitors data related to student learning for use in assessing progress toward achieving the instructional objectives.

- A. Follows grading policies and regulations
- B. Maintains accurate and complete student records.
- C. Monitors and evaluates student progress.
- D. Provides feedback on student work.
- E. Monitors student attendance

COMMUNICATION:

Definition: Communicates with students, parents, educational personnel, and others. Utilizes standard grammar, listening skills, and clarity in the presentation of ideas.

- A. Communicates student progress according to established procedures and policies.
- B. Communicates regularly and effectively with students, co-workers, parents/guardians, and the community, and exhibits appropriate interactive skills.
- C. Follows confidentiality procedures regarding students, parents/guardians, and fellow staff members.
- D. Speaks and writes standard English clearly, correctly, and distinctly.
- E. Determines and utilizes appropriate community resources.

EMPLOYMENT TERM: 10 school months (200 days)

SALARY: Based upon current teacher's salary scale according to degree and years of experience.