



Job Description for Agriscience/Food/Natural Resources & Michigan International Prep School Instructor

JOB TITLE: Agriscience/Food/Natural Resources (AFNR) & Michigan International Prep School (MIPS) Instructor

DEPARTMENT: Career Education

REPORTS TO: Career & Technical Education Director

WORK LOCATION: St. Johns High School

WORK SCHEDULE: 186 Work Days (AFNR – Mornings/MIPS - Afternoons)

SALARY SCHEDULE: Commensurate with Experience on the Teacher Salary Scale for CCRESA

SUMMARY

AFNR – The Agriscience Teacher/FFA Advisor is responsible for all aspects of the high school agriscience program including, but not limited to, FFA chapter development, classroom, laboratory, and supervised agricultural experiences (SAEs). They will form close ties with local businesses, the trades community, the agricultural community, as well as non-profit organizations, including maintaining an advisory committee. They provide direct instruction to students in specified content area, along with testing and evaluation to monitor progress. Responsibilities also include activities associated with program design, implementation, and evaluation. The Agriscience Teacher/FFA Advisor must maintain a professional and friendly demeanor in working with students and staff.

MIPS Instructor – Reimagine Education, LLC is seeking an innovative Teacher who will play a critical role in the Michigan International Prep School. This position has primary responsibilities of managing course work, supporting students in their academic progress, and developing course content designed to meet the needs of diverse learners. This person will have the ability to work well with other teachers, staff, students and parents while handling multiple tasks. The successful candidate will be comfortable with productive change and embrace the opportunity to be a part of a team reshaping the way students engage in and demonstrate learning.

ESSENTIAL DUTIES AND RESPONSIBILITIES

AFNR

- Responsibilities include but are not limited to: teaching courses in agriculture, food, natural resources, environmental, and agribusiness.

- Serve as the FFA chapter advisor and oversee all related activities, extended program activities, and conventions. This will include but is not limited to assisting students in coordinating FFA activities at the local, area, district, state and national levels.
- Prepare and train FFA and agriculture, food, environmental and/or natural resources contest teams and entries.
- Prepare objectives and outlines for courses of study following curriculum guidelines/state requirements including preparing teaching plans, demonstration plans and teaching materials for all classes.
- Collaborate with county Director of CTE and Postsecondary Options to apply and maintain state approved CTE program.
- Willingness to learn from and collaborate with other professional educators to gain insight in a variety of teaching methodologies.
- Commitment to participating in ongoing professional development.
- Maintain accurate and timely records
- Comply with district policies and procedures
- Other duties as assigned

MIPS:

- Develop trusting relationships with students assigned to the Teacher
- Provide individual & small group instruction in person and online
- Monitor student progress weekly and help the student stay on track to complete the course successfully and on time
- Develop and implement instructional programs in Employee's areas of expertise in accordance with the Educational Program established by the Director of Curriculum
- Establish and communicate clear expectations and guidelines
- Ability to work with students virtually via: Google Meet and in person
- Establish rapport with students and encourage academic success
- Grade Daily Assignments and Tests and approve final grades
- Create a learning environment that is welcoming, supportive, and flexible enough to meet individual student needs
- Supporting students through in-person and virtual lessons
- To be informed of all policies and procedures
- A pleasant personality and positive attitude toward working with administration, staff, and community members. Evidence of ability to establish working relationships that result in increased efficiency and effectiveness
- Apply approved techniques for the ongoing assessment of learning
- Carry out other duties and obligations that are determined to facilitate the School's mission, goals, standards, and Education Program
- Teacher must honor written Board Policies and Administrative Regulations
- Teacher must be able to work from a designated Learning Lab as scheduled

The above statements are intended to describe the general nature and level of work being performed by a person in this position. They are not to be construed as an exhaustive list of all job duties that may be performed by such a person.

QUALIFICATIONS

Education:

- Must possess or be eligible for a valid Michigan Secondary Teaching Certificate with the following CIP endorsement- 01.0000 Agriculture, Agricultural Operations and Related Sciences
- Must either possess a Standard Career and Technical Education (CTE) Certificate, CTE Endorsement, or meet the requirements for an Annual Career Authorization (ACA) in Agriculture Science and Natural Resources; or willingness to obtain.
- DI Certification preferred (certified to teach in the physical sciences).

Other knowledge, skills and abilities:

- Knowledge of current state and federal regulations and requirements related to CTE and work-based learning programs
- Strong interpersonal, organizational, oral and written communication skills
- Skill with use of student management and assessment systems and ability to gather, analyze and use information to inform programs and services provided
- Ability to work independently and within teams to accomplish identified goals and strategies
- Ability to exercise discretion and confidentiality in dealing with staff, students, and operations
- Exhibit an ability to provide customer service and to work and relate with students, staff, employers and the community
- Ability to build and maintain positive working relationships with local district administrators/staff, parents, students, higher education, business and community partners
- Maintain a positive “can do” attitude
- Face challenges with the focus on creating a better educational model for our students
- Be a self-starter and an independent thinker
- Technological skills, computer knowledge and ability to rapidly adapt to new technology (Chrome, Google, and etc.)

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit; occasionally walk and stand; travel from building to other sites. Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee regularly works inside. The noise level in the work environment is usually very quiet.

POSITION TYPE/EXPECTED HOURS OF WORK

The employee will be expected to schedule work days and hours as necessary to provide instruction for the AFNR/MIPS programs as directed by administration at CCRESA and MIPS.

TRAVEL:

The employee will be expected travel to the school districts in Clinton County, regional meetings, and to other events as necessary.

Applications will be reviewed upon arrival and should therefore be submitted as soon as possible. If interested, please direct your application to Jennifer Branch, Career Education Director

Deadline for application: Until Filled.