**JOB DESCRIPTION**

<table>
<thead>
<tr>
<th>POSITION TITLE: Teacher, High School - JROTC</th>
<th>JOB CODE: 115</th>
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<tbody>
<tr>
<td>DIVISION: Leadership</td>
<td>SALARY SCHEDULE: MIP and JROTC Stipend</td>
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<td>DEPARTMENT: Leadership</td>
<td>WORK DAYS: 238</td>
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<td>REPORTS TO: Principal</td>
<td>PAY GRADE: CJRO</td>
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<td>FLSA: Exempt</td>
<td>PAY FREQUENCY: Monthly</td>
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**PRIMARY FUNCTION:** To provide instruction for students that enables them to learn and achieve to the maximum of their abilities.

**REQUIREMENTS:**

1. Educational Level: Bachelor Degree
2. Certification/License Required: Valid Georgia Teaching Certificate
3. Experience: None
4. Physical Activities: Routine physical activities that are required to fulfill job responsibilities
5. Knowledge, Skills, & Abilities: Written and oral communication; instructional strategies that connect the curriculum to the learners, student management

*The Board of Education and the Superintendent may accept alternatives to some of the above requirements.*

**ESSENTIAL DUTIES:**

1. Demonstrates prompt and regular attendance.
2. Teaches knowledge and skills in one or more of the following subjects to secondary pupils: leadership development, leadership theory, drill and ceremonies, hygiene and first aid, techniques of oral communication, marksmanship and safety, military history, military structure and purpose, staff functions and procedures; instructs pupils in citizenship and basic subject matter specified in state law and administrative regulations and the school district.
3. Develops lesson plans and organizes daily classes so that demonstration, instruction, and practice can be completed; maintains an auditable record of pupil attendance and makes daily reports; evaluates each pupil’s performance and prepares progress reports; communicates with parents and school counselors on pupil progress.
4. Demonstrates skills and prepares appropriate instructional aids and display materials to enhance learning; instructs pupils in use, care, and safe operation of military weapons; makes minor adjustments and requests repairs to equipment; controls assigned military clothing, equipment, and supplies to prevent loss or abuse.
5. Establishes and maintains standards of pupil behavior needed to provide an orderly, productive learning environment; instructs pupils in importance to military service of accuracy, neatness, efficiency, resourcefulness, and good work habits.
6. Maintains knowledge of military job entry requirements and current military methods and equipment.
7. Evaluates, selects, requisitions and inventories books, instructional aids, equipment, and instructional supplies.
8. Maintains professional competence through in-service education activities.
9. Supervises pupils in out-of-classroom activities during the assigned work day.
10. Participates in curriculum and other developmental programs; participates in faculty committees and the sponsorship of student activities.
11. Meets expectations according to the regular high school teacher job description.
12. Maintains prompt and professional communication with parents.
13. Performs other duties as assigned by appropriate administrator.