COVINGTON INDEPENDENT PUBLIC SCHOOL DISTRICT

POSITION VACANCY

FOR SCHOOL YEAR 2018-2019

**POSITION: TEACHER – TECHNOLOGY**

### SCHOOL/PROGRAM: TRANSFORMATIONAL LEARNING CENTER

**QUALIFICATIONS:**

* Hold bachelor's degree and required Kentucky certification for assigned position.
* Two years of teaching technology is preferred.
* Ability to do basic trouble shooting on district owned and managed devices.
* Proven ability to work effectively with students.
* Proven ability to communicate effectively with students, parents, and faculty.

**RESPONSIBLE TO:**  Building Principal **SUPERVISES:** Not Applicable

**PERFORMANCE RESPONSIBILITIES:**

* May require some evenings or weekends while working with students working on obtaining credits outside the traditional school day.
* Implements best practices related to the use of technology in schools.
* Facilitate school participation in technology programs and activities.
* Meets and instructs assigned classes in the locations at the times designated.
* Plans a program of study that, as much as possible, meets the individual needs, interests and abilities of the students.
* Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
* Prepares for classes assigned and shows written evidence of preparation upon request of immediate superior.
* Guides the learning process through the establishment of curriculum goals and develops clear objectives to meet the goals.
* Employs a variety of instructional techniques and instructional media consistent with the physical limitations of the location provided and the needs and capabilities of the individuals or student groups involved.
* Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.
* Assesses the accomplishments of students on a regular basis and provides progress reports, including reports to parents as required, and implementation of the reading and math management systems, and/or individual education plan and course curriculum outlines when or where appropriate.
* Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
* Maintains accurate, complete, and correct records and their confidentiality as required by law, district policy, and administrative regulation.
* Assists the administration in implementing all policies and rules governing student conduct for the classroom and school related activities as set forth by the Student Code of Conduct.
* Makes provision for being available to students and parents for education-related purposes outside the instructional day.
* Plans and supervises purposeful assignments for teacher aide(s) and volunteer(s), and cooperatively with department heads or instructional and guidance facilitators, evaluates their job performance.
* Strives to maintain and improve professional competence.
* Assesses the learning needs of students on a regular basis, seeking the assistance of district specialists as required.
* Attends staff meetings and serves on staff committees as required.
* Maintains a professional awareness of current literature related to assignment, including working knowledge of state and federal law, Board policy and administrative regulations.
* Perform related duties as assigned by administrator or Superintendent.

**JOB GOAL:**

* To help students learn subject matter and skills that will contribute to their development as mature, able and responsible men and women.

**SALARY:** Based on rank and experience **CONTRACT:** 204 Days

**APPLICATION PROCEDURE:**

* Complete the **online** application at: <HTTPS://COVSCHOOLS.TEDK12.COM/HIRE> .
* **In-district applicants complete the Internal application and apply to the posting.**
* **Out-of-district applicants complete the Certified application and apply to the posting.**
* **Please direct questions about the online application process to Kim Fossett at** [**Kim.Fossett@covington.kyschools.us**](mailto:Kim.Fossett@covington.kyschools.us) **.**
* **For information regarding the position contact Lorie Duffy at** [**Lorie.Duffy@covington.kyschools.us**](mailto:Lorie.Duffy@covington.kyschools.us) **.**
* This position will be filled as soon as possible following the application deadline. All applications will be evaluated and screened.

## An Equal Opportunity Employer