

Job Title: Senior Marine JROTC Instructor

Reports to: High School Principal **Pay:** DFAS Minimum Instructor Pay+

Dept/School: Ambridge Area High School **Hours:** 8

Calendar/Month: May 10th, 2019

Primary Purpose:

Ensure, on behalf of the school district and the United States Marine Corps, that the Junior ROTC program is administered according to applicable laws and regulations and in conformance with established policies and sound principles so that each student may derive the maximum benefit from participation in the program. Work under the supervision of the Principal in the execution and administration of the Marine Corps JROTC program.

Qualifications:

Proof of Certification as a JROTC instructor

Education/Certification:

Bachelor's Degree. Must follow certification guidelines set forth by the Pennsylvania Department of Education

Experience:

Retired Marine Corps Officer

Major Responsibilities and Duties:

Instructional Management

1. Serves as instructor and director for the JROTC unit.
2. Monitors instructional and managerial processes to ensure that JROTC program activities are producing desired outcomes.
3. Obtains and affords his assistant(s) appropriate time, resources, and materials to accomplish educational goals.

School/Organizational Climate:

4. Communicates and supports expectations that are consistent with JROTC and school objectives. Works under supervision of the Principal.

School/Organizational Improvement:

5. Focuses activities on the accomplishment of the primary mission of the JROTC program of motivating young people to be better Americans.
6. Develops, maintains, and uses appropriate information systems and records required for attainment of program goals.

Administration & Fiscal/Facilities Management:

7. Assists in identifying, reviewing, and analyzing resource, facility, and equipment needs.
8. Schedules activities and secures resources needed to accomplish goals.
9. Assists in implementation of policies established by federal law, JROTC regulation, state law, State Board of Education rules, and the local board of education with respect to the JROTC program.
10. Reports to supervisors and higher military headquarters on the status of performance and outcomes.
11. Determines funding requirements based on documented program needs.

Student Management:

12. Implements and supports JROTC, district, and campus standards and rules of conduct.

Professional Growth & Development:

13. Uses information provided through assessment instruments and a professional growth plan to improve performance.
14. Participates in professional development programs, disseminates ideas and information to other professionals.
15. Participates in professional organizations.

School/Community Relations:

16. Encourages JROTC cadet participation in and support of school and activities.
17. Projects a positive image to the community.

Mental Demands/Physical Demands/Environmental Factors:

Read and demonstrate the ability to communicate effectively (verbal). Maintain emotional control under stress. Ability to maintain student's discipline and conduct outside activities. The foregoing statements describe the general purpose and responsibility assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.