

## **Career & Technical Education (CTE) Teacher**

### **Job responsibilities include but are not limited to:**

- Develop and deliver curriculum based on key learning objectives, utilizing best practices and various technologies to deliver instruction;
- Create a syllabus which includes key learning objectives, class norms, attendance and grading policies, work habits expectations, a calendar of due dates for class assignments, projects, quizzes, tests, etc.;
- Develop authentic, engaging, hands-on learning projects to meet learning objectives;
- Develop assessments which track effectiveness of teaching and learning;
- Develop classroom work habit expectations and grading incentives, tracking system, etc.;
- Maintain online attendance and grading on a timely basis;
- Develop and maintain contacts and partnerships with local industry professionals; host at least one advisory committee meeting each year;
- Participate in high school and CTE staff meetings as well as professional development opportunities provided through the district;
- Work with administration to obtain necessary materials and resources;
- Participate in student CTE organizations, workshops and competitions;
- Take part in promoting and marketing the program to meet enrollment goals;
- Communicate with students' high school counselors and administration concerning academic, attendance, or discipline issues which affect a student's learning and/or grades;
- Must stay current with changes that occur in the industry and discipline taught;
- Prepare students for their technical assessments/certifications/exams, etc
- Other duties as assigned.

### **Qualifications:**

- At least 4 years full-time industry work experience AND a High School Diploma, *or*
- At least 2 years full-time industry work experience AND an Associate Degree in Automotive, *or*
- At least 1 year full-time industry work experience AND a Bachelor Degree in Automotive

### **Pay/Benefits**

- Starting pay is generally \$61K-80K/year depending on qualifications and experience
- Health insurance; Life insurance; Disability Insurance
- Eligible for pension
- Salary gradually increases every year until retirement
- Paid summers off

### **Schedule**

- Monday-Friday, 8AM to 3:00PM (start and end time might vary); this does not include time spent lesson planning, grading, etc which some teachers do outside of school hours. The school year is the beginning of September to the end of June.

### **Additional Notes:**

- All teacher candidates must obtain their Transitional A teaching certificate in order to obtain employment. This certificate is valid for 3 years. In order to remain employed beyond that time, teachers must obtain their Initial Certificate, which is valid for 5 years, and then their

Professional Certificate, which must be renewed every 5 years. Each certificate requires workshops, college courses, and other requirements that must be fulfilled.

- **Frequently Asked Questions about the Transitional A Teaching Certificate:**
  - [http://teachnyc.net/assets/2018\\_Transitional\\_A\\_FAQ\\_Candidates.pdf](http://teachnyc.net/assets/2018_Transitional_A_FAQ_Candidates.pdf)
- **One Pager on Becoming a CTE Teacher:**
  - [http://teachnyc.net/assets/CTE\\_Candidate\\_Steps](http://teachnyc.net/assets/CTE_Candidate_Steps)

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