

# MAY ISD VACANCY ANNOUNCEMENT

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*An Equal Opportunity Employer\**

April 15, 2019

**Position Title: CTE Teacher- Business/ Technology**

**Location: May High School**

**Salary Range: May ISD Pay Scale**

**Length of Work Year: Teacher Contract- 187 Days**

**Position Summary:**

High School Business Technology Teacher.

**Position Requirements**

**Education/Certification/License:**

Bachelor's degree,

Valid Texas career and technical education certificate with required license, endorsements, and training for subject and level assigned

Demonstrated competency in the career and technical education subject area assigned

**Experience:**

One-year student teaching or approved internship

Two to five years of wage-earning experience in the area of certification

**Special Knowledge/Skills:**

Knowledge of career and technical education subject assigned

General knowledge of curriculum and instruction

Ability to instruct students and manage their behavior

Ability to oversee student field experiences in career area assigned

Strong organizational, communication, and interpersonal skills

**Physical Demands:**

**Posture:** Prolonged standing; frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting

**Motion:** Frequent walking

**Lifting:** Regular light lifting and carrying (less than 15 pounds); may lift and move text books and classroom equipment

**Environment:** Work inside, may work inside and outside; regular exposure to noise

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### Duties/Responsibilities

#### INSTRUCTIONAL STRATEGIES

1. Develop and implement lesson plans that fulfill the requirements of district's curriculum program and show written evidence of preparation as required. Prepare lessons that reflect accommodations for differences in individual student differences.
2. Plan and use appropriate instructional and learning strategies, activities, materials, equipment, and technology that reflect understanding of the learning styles and needs of students assigned and present subject matter according to guidelines established by Texas Education Agency, board policies, and administrative regulations.
3. Conduct assessment of student learning styles and use results to plan instructional activities.
4. Work cooperatively with special education teachers to modify curricula as needed for special education students according to guidelines established in Individual Education Plans (IEP).
5. Work with other members of staff to determine instructional goals, objectives, and methods according to district requirements.
6. Plan and assign work to instructional aide(s) and volunteer(s) and oversee completion.

#### STUDENT GROWTH AND DEVELOPMENT

7. Conduct ongoing assessment of student achievement through formal and informal testing.
8. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by the campus principal.
9. Present a positive role model for students; support mission of school district.

#### CLASSROOM MANAGEMENT AND ORGANIZATION

10. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
11. Manage student behavior in accordance with Student Code of Conduct and student handbook.
12. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
13. Assist in selecting books, equipment, and other instructional materials.
14. Compile, maintain, and file all reports, records, and other documents required.

#### COMMUNICATION

15. Establish and maintain a professional relationship and open communication with parents, students, colleagues, and community members.

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### PROFESSIONAL GROWTH AND DEVELOPMENT

16. Participate in staff development activities to improve job-related skills.
17. Comply with state, district, and school regulations and policies for classroom teachers.
18. Attend and participate in faculty meetings and serve on staff committees as required.

### OTHER

19. Comply with federal, state, and local regulations related to the occupational area assigned.

### Application Procedures

#### District Employees:

Send Resume to Nick Heupel @ [nick.heupel@mayisd.com](mailto:nick.heupel@mayisd.com)

#### Outside Applicants:

Mail or email resume, completed application(found on May ISD website), copy of teaching certificate, and college transcripts to Nick Heupel: [nick.heupel@mayisd.com](mailto:nick.heupel@mayisd.com); 3400 County Road 411 May, TX 76857

### Application Deadline

*\*Applicants for all positions are considered without regard to race, color, sex (including pregnancy), national origin, religion, age, disability, genetic information, veteran or military status, or any other legally protected status. Additionally, the district does not discriminate against an applicant who acts to oppose such discrimination or participates in the investigation of a complaint related to a discriminating employment practice.*

The district Title IX Coordinator is (name, title, address, and phone number)