

PRESTON COUNTY SCHOOLS
731 Preston Drive, Kingwood, West Virginia 26537
Notice of Vacancy
2010-2011 School Term
304-329-0580 FAX 304-329-0720

Posting Date:	July 2, 2010	Closing Date:	July 9, 2010
Title:	Drivers Ed. Teacher 9-12	School:	Preston High School
Salary:	Based upon degree/experience	Employment Term:	2010-2011 School year/200 days
Responsible to:	Principal Assigned	Certification:	Drivers Ed. 9-12/Safety 9-12
Budget Source:	County funds		

Application Process: Submit a letter of interest, a bid sheet, resume, and a copy of current certificate in the position to the Personnel Office either by mail, or fax (304-329-0720) by 4:00 p.m. eastern time on the closing date.

Responsibilities:

1. Implement a program of study;
2. Foster a classroom climate conducive to learning;
3. Utilize instructional management system models which increase student learning;
4. Monitor student progress toward mastery of instructional objectives, goals, content standards;
5. Communicate effectively within the educational community and with parents on a regular basis;
6. Meet professional responsibilities;
7. Demonstrate competency in the knowledge and implementation of technology standards;

Minimum Qualifications:

1. Have or be eligible for appropriate certification for the position subject(s) and grade level(s) as required in West Virginia Policy 5202;
2. Clearance of any criminal convictions as listed in House Bill 146;
3. Successfully carry out the responsibilities of the position.

Performance Criteria:

1. Program of Study: Provide curricula required by the State of West Virginia and according to the IEP.
 - A. Base instruction on adopted curriculum for the school;
 - B. Demonstrate accurate and current knowledge in subject field;
 - C. Develop appropriate lessons to teach instructional objectives;
 - D. Employ a variety of instructional strategies to augment achievement;
 - E. Utilize content scope and sequence in planning.
2. Classroom climate: Provide an atmosphere conducive to learning consistent with school/county mission.
 - A. Follow established school discipline procedures which include the West Virginia Code of Conduct;
 - B. Establish procedures and rules which enhance learning;
 - C. Encourage student attendance;
 - D. Set high positive expectations for student performance;
 - E. Encourage and acknowledge individual student accomplishments and appropriate behavior;
 - F. Treat students in a fair and equitable manner;
 - G. Accommodate individual learning differences;
 - H. Create and maintain an environment which supports learning;
 - I. Communicate with parents.
3. Instructional Management Systems: Organize strategies for teaching to maximize the use of allocated instructional time to increase student learning.
 - a. Prepare and implement lesson plans;
 - b. Begin lesson on instructional activity with a review of previous material, as appropriate;
 - c. Have materials, supplies and equipment ready at the start of the lesson or instructional activity;
 - d. Introduce the instructional activity and specify instructional objectives;
 - e. Direct and adequately supervise students to be on task quickly at the beginning of each instructional activity;
 - f. Present reading, writing, speaking and listening strategies using concepts and language which students understand;
 - g. Provide relevant examples and demonstrations to illustrate concepts and skills;
 - h. Assign developmentally appropriate tasks;