

**SC DEPARTMENT OF CORRECTIONS**

**-JOB POSTING NOTICE (EOE)-**

OPENING DATE: 10/10/17

CLOSING DATE: UNTIL FILLED

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SCDC INTERNAL TITLE: CULINARY ARTS INSTRUCTOR                      SCDC POSITION #: 021663  
HOURS/WEEKLY: 028.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM  
LOCATION: LEE CORRECTIONAL INSTITUTION, BISHOPVILLE (LEE) LEVEL 3

STATE JOB TITLE: CULINARY ARTS INSTRUCTOR                      STATE JOB CLASS: 9999  
HRLY RATE:            \$ 020.65    SCEIS POSITION #: 61065006

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MINIMUM AND ADDITIONAL REQUIREMENTS:

APPLICANT MUST BE A CERTIFIED TEACHER IN AREA OF VOCATION OR ELIGIBLE FOR WORK BASED CERTIFICATION THROUGH THE SC DEPARTMENT OF EDUCATION, WHICH REQUIRES 3-5 YEARS OF EXPERIENCE IN VOCATIONAL TRADE (CULINARY ARTS).

DESCRIPTION OF DUTIES:

UNDER SUPERVISION FROM THE SUPERINTENDENT/DESIGNEE PROVIDES VOCATIONAL INSTRUCTION TO STUDENTS. ASSESSES STUDENTS' ABILITIES AND NEEDS REQUIRED TO COMPLETE COURSE OF INSTRUCTION. DELIVERS DISTRICT APPROVED CURRICULUM AND PROVIDES APPROPRIATE INSTRUCTION. MAINTAINS DISCIPLINE AND SECURITY IN CLASSROOM, SHOP AND OTHER APPLICABLE WORK AREAS. SUPERVISES THE USE OF ALL TOOLS AND EQUIPMENT TO ENSURE PROPER SECURITY, USE, AND STORAGE. MAINTAINS RECORDS OF STUDENT ATTENDANCE, PROGRESS AND PROVIDES INFORMATIONAL REPORTS AS REQUIRED BY THE DIRECTOR OF VOCATIONAL PROGRAMS. MAINTAINS TEACHER COMPETENCY IN THE AREA OF VOCATIONAL TRADE. SATISFY REQUIREMENTS OF ALL MANDATORY TRAINING (PUSD/SCDC). PERFORMS OTHER EDUCATIONAL AND RELATED DUTIES AS REQUIRED. (POST UNTIL FILLED)