SC DEPARTMENT OF CORRECTIONS

-JOB POSTING NOTICE (EOE)-

OPENING DATE: 05/24/17 CLOSING DATE: UNTIL FILLED

SCDC INTERNAL TITLE: CERTIFIED TEACHER SCDC POSITION #: 018917

HOURS/WEEKLY: 037.50 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM

LOCATION: RIDGELAND CORR INSTITUTION, RIDGELAND (JASPER) LEVEL 2

STATE JOB TITLE: VOCATIONAL TEACHER STATE JOB CLASS: UB04

SALARY BASED ON CERTIFICATION SPECIAL INCENTIVE: NO

MINIMUM AND ADDITIONAL REQUIREMENTS:

A HIGH SCHOOL DIPLOMA AND THREE (3) YEARS EXPERIENCE IN RELEVANT VOCATIONAL TRADE (CARPENTRY). PROPERLY CERTIFIED IN OR ELIGIBLE FOR CERTIFICATION THROUGH THE STATE DEPARTMENT OF EDUCATION IF AN EFA SCHOOL.

DESCRIPTION OF DUTIES:

UNDER THE DIRECTION OF THE EDUCATION SUPERINTENDENT/DESIGNEE, PROVIDE (CARPENTRY) VOCATIONAL INSTRUCTION. ASSESS STUDENTS' ABILITIES AND NEEDS REQUIRED TO COMPLETE COURSE OF INSTRUCTION. DELIVER APPROVED CURRICULUM AND PROVIDE INSTRUCTION TO ENSURE PROGRESS. EVALUATE STUDENT PROGRESS. MAINTAIN DISCIPLINE AND SECURITY IN CLASSROOM, SHOP AND OTHER APPLICABLE WORK AREAS. SUPERVISE THE USE OF ALL TOOLS AND EQUIPMENT TO ENSURE PROPER SECURITY USE AND STORAGE. MAINTAIN RECORDS OF STUDENT ATTENDANCE AND PROGRESS AND PROVIDES INFORMATIONAL REPORTS AS REQUIRED BY THE DIRECTOR OF VOCATIONAL PROGRAMS. ASSIST WITH JOB PLACEMENT OF COURSE GRADUATES. MAINTAIN LEARNING ENVIRONMENT WHICH IS SAFE, AND ADEQUATE TO SUPPORT PROPER TRAINING. PERFORM OTHER EDUCATIONAL AND RELATED DUTIES AS REQUIRED (CLOSING DATE: UNTIL FILLED)