

FLAGSTAFF UNIFIED SCHOOL DISTRICT NO. 1
Position Description

Position Title: TEACHER (Digital Media/High School)

Supervisor: Principal at Assigned Location

SUMMARY OF FUNCTION: Demonstrate the competencies and behaviors needed to improve student preparedness and mastery and to support the core values, vision, and mission of the Flagstaff Unified School District

REQUIREMENTS & DUTIES SPECIFIC TO THIS POSITION:

Experience teaching film and video production, editing, cinematography techniques, photography, editing, graphic design and visual communication strategies. Proficient with both MAC and PC platforms. Software knowledge required: Imovie, Final Cut Pro, Adobe Premiere, Adobe After Effects and Photoshop. Must have experience with web based content management systems, video optimization and archival techniques. Successful candidate will provide rigorous curriculum that aligns with Arizona Department of Education CTE Career Preparation Standards Measurement Criteria for broadcast and film.

GENERAL DUTIES AND RESPONSIBILITIES:

- Demonstrates mastery of related subject matter, instructional skills, and resource materials for course(s) taught.
- Creates lesson plans, aligned with current state and district standards, which drives instruction through formative assessment and differentiation.
- Maintains a safe, organized classroom, which supports students' independent learning, collaboration and choice.
- Utilizes a variety of effective instructional and management techniques.
- Provides a variety of assessments and uses assessments for planning and instruction
- Provide consistent, immediate feedback to student learning and asks analytical questions that elicit students' responses that incorporate prior knowledge, life experience and interests that are directly related to the content objective.
- Monitor and maintain a positive classroom environment that supports the school wide behavior expectation in which most students are engaged, incorporates mutual respect and provides cooperative learning opportunities.
- Uses available technology/instructional media to enhance the students' learning experiences.

- Establishes and maintains appropriate relationships with students, parents, staff, and community members by communicating in a tactful, courteous, and confidential manner.
- Appropriately communicates and interacts with other professional staff in academic planning and school committee work.
- Attends and participates in staff meetings and extra-curricular/school related activities and committees.
- Demonstrates a commitment to continuous professional growth and works with administrator to formulate and complete professional development plans.
- Maintains a professional appearance, and demonstrates behavior that is conscientious and responsible.
- Engages Parents and guardians in the education of their children.
- Does not engage in discriminatory practices on any basis, including race, origin, gender, socio-economic status, disability, religion, or political beliefs.
- Performs other job-related duties as assigned by the site administrator.

KNOWLEDGE AND SKILLS:

- Knowledge and application of Flagstaff Unified School District and departmental policies and procedures
- Knowledge and application of appropriate teaching strategies and methods
- Skill in establishing and maintaining effective working relations with co-workers, vendors, students, parents, the general public and others having business with the school district
- Skill in operating a personal computer utilizing a variety of software applications and equipment

OTHER REQUIREMENTS:

- Specialized teaching assignments may require additional training and/or certification.
- Must be able to pass an initial fingerprint and background clearance check and maintain a valid fingerprint clearance card at all times when in the classroom.
- May be required to demonstrate fluency in foreign language(s) as well as English (written& oral)
- May be required to lift and carry heavy, bulky supplies and materials weighing up to 20 pounds.
- May be required to work outside normal working hours.
- May be required to travel to perform work functions.

CERTIFICATION:

Applicants must be appropriately certified AND highly qualified. To be appropriately certified and highly qualified, successful candidates must hold a current teaching certificate issued by the Arizona State Department of Education. They must meet the following criteria:

Hold a Valid CTE Certificate (Industrial and Emerging Technologies)

AND

Meet SEI requirements (or hold full ESL Endorsement or Bilingual Endorsement)

AND

A valid Arizona Dept. of Public Safety IVP Fingerprint Clearance Card

** Typically, CTE teaches do not give grades for core subject areas. If a CTE Teacher is responsible to give grades in a core subject area, they must show an approved area in that subject area. (i.e. English, Economics or Mathematics or Science such as Biology, Chemistry, Earth Science, General Science, Physical Science, Physics.) and complete the ADE CTE attestation to show Highly Qualified.

4/2013