



POSITION OPENING

Posting Date:	July 6, 2021
Title:	Career Technical Education Mechatronics Instructor
Salary:	Wage and benefits to be in accordance with the Master Agreement for Certified Staff
Start Date:	August 24, 2021
Certification/ Qualifications:	<p>Mechatronics Degree-preferred Bachelor's degree from an accredited college or university -preferred Michigan Secondary Teaching Certificate -preferred Valid Vocational Certificate in appropriate area -preferred Minimum 4000 hours of relevant work experience within the last 6 years Knowledge of how academics are integrated into CTE Curriculum -preferred MTU Baja Experience Experience working with special needs students Organizational skills Classroom management skills</p>
Deadline for Applications:	July 27, 2021
Performance Responsibilities:	<ol style="list-style-type: none">1. Plan appropriately and effectively for instruction.2. Maintain a positive climate for teaching and learning.3. Demonstrate appropriate classroom management.4. Direct effectively and efficiently the student learning process.5. Organize and maintain an advisory committee.6. Organize instructional activities that complement and enhance the learning process.7. Interact positively and appropriately with students, parents, and other staff members.8. Maintain teacher certification and requirements.9. Attend professional development activities.10. Work with post-secondary institutions to build seamless transitions and articulation agreements.11. Actively involve students in leadership activities such as clubs and organizations.12. Develop and maintain a vision for the program.13. Maintain facilities and equipment in a safe, clean, and organized manner.14. Develop and maintain contacts with business and industry.15. Stay current with industry needs, trends, and relative issues.

16. Requisition and purchase materials and supplies through the proper channels.
17. Work cooperatively and communicate with administration on a regular basis.
18. Plan and implement an ongoing, documented safety program for the training area.
19. Identify and use community resources, people and facilities to enhance the learning experiences for students.
20. Orient and acquaint students with the policies, regulations, services, resources and programs of the Sanilac Intermediate School District and Sanilac Career Center.
21. Maintain confidentiality of student records and information.
22. Monitor and evaluate student progress using acceptable grading procedures.
23. Work closely with support staff to assist special needs students in meeting identified training objectives and tasks.
24. Maintain and provide an up-to-date inventory of supplies, equipment and textbooks/ reference materials.
25. Review equipment needs yearly and develop a long-range equipment plan.
26. Successfully integrate academic standards and benchmarks into the curriculum.
27. Actively recruit students in respective Career Technical programs.
28. Plan and implement technology usage into the program.
29. Communicate suggestions and criticisms through proper channels.
30. Provide enthusiastic and creative leadership for all students and assist them in taking full advantage of their educational opportunities.
31. Attend and assist with public relations activities designed to promote the Career Center.
32. Participate in professional organizations and activities.
33. Complete all duties as assigned by administration.

Inquires Directed

To:

Duane Lange, Superintendent Sanilac ISD /Principal Sanilac Career Center
175 E. Aitken Road
Peck, MI 48466
(810) 648-4700 x4241
dlange@sanilac.k12.mi.us

If you are qualified and are interested in this position, please submit letter of application, resume, and credentials including copies of college transcripts, teaching and/or administrative certificates and list of references to the above named person.

Evaluation:

Performance of this job will be evaluated in accordance with the certified staff contract.

Statement of Assurance:

It is the policy of the Sanilac Intermediate School District that no person shall, on the basis of religion, race, color, national origin, gender, handicap, age, height, weight, marital status or disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination during programs, activities, and employment. Inquiries regarding this policy should be directed to Special Education Director, 46 North Jackson Street, Sandusky, MI 48471 (810) 648-4700.