

JOB TITLE
JUNIOR ROTC INSTRUCTOR

DIVISION
DISTRICTWIDE INSTRUCTIONAL
PROGRAMS

REPORTS TO
PRINCIPAL/SENIOR
ROTC INSTRUCTOR

SALARY SCHEDULE & GRADE
III

LENGTH OF WORK YEAR
200 DAYS

DATE
MAY 10, 2010

SCOPE OF RESPONSIBILITIES

Assists in conducting the Junior ROTC Program and serves as representative in the absence of the Senior ROTC Instructor. Responsibilities of the Junior ROTC Instructor parallel that of the Senior ROTC Instructor. Specific duties are determined by the individual qualifications of the instructor involved, i.e., expertise in specific experiences.

PERFORMANCE RESPONSIBILITIES

1. Conducts effective, imaginative and timely instruction for a four-year course.
2. Provides and maintains essential instructional and equipment assets for the proper conduct of the program.
3. Manages, maintains and controls all government owned assets of uniforms, equipment and instructional material.
4. Complies with appropriate military and local directives affecting student safety and such other directives as might be applied to the program.
5. Prepares and submits necessary government reports on a timely basis.
6. Provides such extra-curricular activities as deemed desirable to enhance the image of the military in the community.
7. Recruits cadets to maintain students' minimums in compliance with federal statutes.
8. Provides and maintains appropriate security of government assets.
9. Provides appropriate counseling to cadets enrolled in programs.
10. Duties may include performance of health services, for which training will be provided.
11. Performs other duties as assigned by the Principal/Senior ROTC Instructor.

PHYSICAL DEMANDS

The work is performed while standing or walking. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS

1. Kentucky specialized professional school services certification
2. Retired enlisted of top three (3) pay grades with minimum of 20 years active service
3. Experience involving instruction
4. Approval of military department involved

DESIRABLE QUALIFICATIONS

1. Degree in area of Education

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