

**Hernando County School Board
Florida**

FLSA: Non - Exempt, Non-Union

<u>PT TEACHER – ADULT GENERAL EDUCATION <u>WILTON SIMPSON TECHNICAL COLLEGE</u></u>

Required Qualifications:

- ~~Bachelor's Degree~~
- Current Florida certification in any academic area or,
- Current District issued certification for technical program area

Performance Responsibilities:

- Instruct students in one of the Adult Education programs, which includes Adult Basic Education, General Education Diploma, ~~or~~ English for Speakers of Other Languages, Adult High School or Technical programs
- Identify long-range goals and specific objectives and plan a program for individualized and group instruction
- Prepare, administer and correct student assessments and record results
- Evaluate student achievement and develop individualized learning prescriptions, as needed
- Plan lessons so that students become involved in learning and decision-making related to curriculum choices
- Maintain a classroom that recognizes respect for both teacher and student
- Motivate students in an atmosphere of respect and freedom
- Hold conferences with students regarding their academic needs and progress
- Maintain student registration, attendance, assessment records and report all student performance data as required by School Board Policy and Florida Department of Education requirements
- Apply knowledge of cultural diversity to classroom interactions
- Attend classes, seminars, etc., to provide for professional growth and keep abreast of the latest instructional methods and techniques
- Perform other duties as assigned by the ~~Supervisor~~ Director of Adult-and Technical Education and/or designee

Physical Demands:

Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force regularly or as needed to move objects

Reports to:

Reports directly to the ~~Supervisor~~ Director of Adult-and Technical Education and/or designee

Evaluation:

Annual evaluation done by the ~~Supervisor~~ Director of Adult-and Technical Education and/or designee

Terms of Employment:

Part-time as needed, ~~per semester~~ not to exceed 30 hours per week

Salary:

Salary based upon approved salary schedule – Additional Duty/Adult Education

Job Code:

54001

Board Approved: 01/20/09

Revised: 03/03/09, 05/18/10, 05/17/11, 11/18/22