

## Engineering Teacher and Project Facilitator for RoboVikes

Name: \_\_\_\_\_

School Name: \_\_\_\_\_ City: \_\_\_\_\_, TX

**Job summary:** The Engineering Teacher and Project Facilitator for the RoboVikes fulfills the mission of the Catholic school by planning, guiding, and evaluating the learning process of the students in the Catholic school for whom the teacher is responsible within the framework of the school's philosophy, organization, and curriculum. The Engineering Teacher and Project Facilitator for the RoboVikes provides the appropriate learning atmosphere and activities designed to maximize student competencies and skills for intellectual, emotional, physical, social, and spiritual growth toward a successful future. The Engineering Teacher and Project Facilitator for the RoboVikes has decision making responsibilities within essential job functions, in keeping with school policies. The position is hired and evaluated by the principal.

Essential job functions:

- Supports and upholds the philosophy of Catholic education and the mission of the school
- Acts as a witness to Gospel values by modeling the teachings of the Catholic Church
- Supports and adheres to the Code of Conduct and policies and procedures of the school and Diocese
- Abides by the Confidentiality Policy set forth in the Diocese Employee Handbook
- Responsible for facilitating projects utilizing the manufacturing process by teaching the use of common shop tools such as a lathe, mill and other power tools
- Attend training provided by Project Lead the Way (PLTW)
- Plans for instruction with logically sequenced objectives, based on adopted curriculum and submitted according to the local school policy
- Provides appropriate material and resources for students to engage in learning
- Uses effective instructional methods/models according to professional standard practice
- Uses varied assessment tools to perform both formative and summative assessments
- Provides instruction and assessment for understanding
- Maintains current and accurate records according to school policy
- Practices positive, consistent discipline in the management of the classroom
- Communicates with parents regarding academic, behavioral, or safety concerns
- Meets staff development guidelines as set forth by the Diocese/local administration
- Demonstrates professionalism in conduct, demeanor, and work habits
- Maintains a work schedule that maximizes availability to the school, students and staff

### Minimum qualifications:

Education/Certification:

- BS degree or above in Computer Science, Software Engineering, Physics, Applied Math or Engineering required
- Certified Production Technician

Experience

- 1+ year(s) teaching experience
- Prior teaching or industry experience is required and individuals should have the ability to adapt quickly

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- Experience teaching Intro to Engineering Design or Principles of Engineering (PLTW)
- Project Lead the Way experience
- Experience using shop tools such as CNC, mills and lathes
- Familiarity with different fields of engineering
- Experience with graphical design software such as SolidWorks

## Knowledge, abilities, and skills:

- Knowledge of the basic teachings of the Catholic Church
- Able to communicate effectively in both written and verbal form
- Able to work well with others in the school community
- Skill in handling multiple tasks simultaneously
- Skill in organizing and relating information in an understandable format
- Skill in job appropriate technology
- Skill in critical thinking and planning

## Working Conditions:

- Required to work some nights and weekends
- Required to manage high to moderate levels of stress
- Required to work a minimum of a full school day
- Required to work in standard office and school conditions

## Mental/Physical Demands:

- Required to lift or carry office supplies, furniture, and equipment at a minimum of 35 pounds
- Required to maintain composure and avoid inappropriate displays of emotion
- Required to sit, stand, bend, stoop, reach, grab, pull, hear, see, and speak on a daily basis
- Required to perform repetitive physical tasks such as computer keyboarding, writing, and reading

**FLSA classification:**  Exempt  Non-exempt (hourly)

**School classification:**  Full-time  Part-time  
 Temporary  Other/seasonal

## Employee Certification

All employees must adhere to the diocesan code of conduct and agree to represent the teachings of the Catholic Church when instructing or advising students, families, or other employees.

According to the Department of Labor, Texas is a “work at will” state. Letters of acknowledgement are not contracts, nor do they bind the employer or the employee to a pre-determined time or guarantee of employment.

By my signature below, I verify that a copy of this document has been provided to me and I have had an opportunity to review it and discuss its contents. I understand this document does not create or imply any employment contract or agreement, and is meant only to be a guide to me in my regular duties. I understand that tasks or assignments may be added or removed from the job description by my supervisor at any time, without prior notice.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor Signature \_\_\_\_\_ Date \_\_\_\_\_