

Cabell County Schools
Job Description
Middle School Agriculture Teacher

Position:	Middle School Agriculture Education Teacher (Grades 6 – 8)
Supervisor:	Principal/Assistant Principal
Salary:	As per Cabell County pay schedule
Length of Employment:	210 Days
Job Description:	The middle school teacher is assigned to deliver a comprehensive educational program in accordance with federal/state law, West Virginia Board of Education, and county policies/regulations.
Qualifications:	<ul style="list-style-type: none">• Holds or qualifies for a West Virginia Professional Teaching Certificate endorsed in Agriculture Education or Vocational Agriculture for the grade levels indicated in this posting.• Must have completed an agricultural education program from an accredited school or university.

Agriculture Content Expectations:

A teacher in the Agriculture, Food, and Natural Resources Cluster must perform many duties to facilitate a successful program. It is the responsibility of the teacher to organize and conduct an instructional program that will:

- A. Improve the quality of Agriculture, Food, and Natural Resources education instruction, counseling, management, and leadership to produce success for all students;
- B. Use strategies for integrating academic and Agriculture, Food and Natural Resources education;
- C. Contribute to the educational objectives of the public school system by providing information to agriculture, food, and natural resources students about career pathways as a guide to achieving necessary skills for continued education and employment;
- D. Provide students with educational and equitable experiences leading to career preparation, continued education, and employment;
- E. Enhance youth leadership and FFA as an integral part of instruction;
- F. Provide students with the knowledge and skills necessary to compete in a global economy; and
- G. Inform students about agriculture and agricultural literacy.

In order to accomplish these responsibilities, the teacher will perform the following activities during and after school hours.

1. Instructional Program

The teacher will conduct an instructional program according to the State Board of Education rules as they relate to the full scope of the program being conducted.

- Develop a year-round calendar of activities related to utilization of the current high tunnel or additional resources in the future based on the growing season.
- Develop and maintain a library of educational resources, textbooks, curriculum guides and other related resources to enhance performance as a teacher.
- Provide career guidance for students interested in career opportunities in agriculture.
- Maintain an accurate inventory of equipment and supplies for the agricultural education program and high tunnel.
- Demonstrate to students how to complete record books for their SAE projects.
- Demonstrate proficiency in the daily operations of maintaining greenhouse.
- Ensure that all federal and state safety standards are met.
- Facilitate engaging classroom discussions and hands-on activities.
- Supervise laboratory sessions and field work, and coordinate laboratory operations.

2. FFA/Leadership Development

The FFA is an integral part of the instructional program. All Cabell County Agriculture Education departments are expected to have an active FFA chapter. It is the duty of the teacher to serve as advisor for the local chapter. It is necessary that the teacher spend time in planning and conducting leadership, citizenship, and cooperative activities for students at the district, area, state, and national levels. Involvement in the State FFA Leadership Conference is strongly encouraged.

3. Supervised Agricultural Experience (SAE) programs of all students who receive instruction. This will include, but not limited to:

- Assisting students in selecting a program that fits their interests and abilities;
- Maintain records; all students in Agriculture Science and FFA should maintain records.
- Making supervisory visits during school year and during summer month; and
- Supervising the school laboratory (greenhouse) used for students supervised agricultural experience.
- Involvement in the Cabell County Fair is a requirement of this position.

4. Records and Reports

Prepare and submit FFA rosters, entries, registrations, etc. required by the local, district, area, state, and office promptly, and keep an accurate file copy of all records and reports.

6. Public and Professional Relations

Assume a responsible role in public and professional relations by actively participating in civic, professional, agricultural and other community organizations. Also keep the public informed as a part of the public relations program. Networking with other Cabell County agricultural educators is strongly encouraged.

7. Professional Improvement

- Continue professional growth by holding membership in professional organizations.
- Regularly attend and participate in district and area in-service meeting.
- Attend summer workshops that are designed to provide professional skills and information.
- Attend State Professional Improvement Conference for Agriculture, Food, and Natural Resources Teachers.

8. Evaluation of Program

Evaluation of the Agriculture, Food, and Natural Resources program shall be done on an organized and annual basis. This can be accomplished by:

- Developing program goals and objectives that are challenging and reasonably obtainable;
- Evaluating outcomes of instruction;
- Working with an advisory committee and others in determining improvements needed;
- Making changes and adjustments when needed; and
- Using the Agriculture, Food, and Natural Resources Program Evaluation form.

9. Guidance

The teacher has a definite responsibility for providing information to students about career pathways as a guide to achieving necessary skills for continued education and employment. This may be done in cooperation with the guidance counselor.

10. Cooperative Activities

As a member of the local school faculty, the agricultural science teacher is expected to cooperate fully with local administrators and keep them informed about the program. The teacher is also expected to work closely with local and county agricultural education programs, organizations and agencies.

11. Off- Campus Supervision of Students

Supervise students at all off-campus activities such as conventions, contests, workshops, field trips, etc., associated with the agriculture, food, and natural resources program and the FFA.

12. Professional Ethics

Maintain professional and personal ethics in dealing with students, parents, community leaders, etc. You are a person of influence in the community.

13. Responsibilities:

1. Implement the programs of study approved by the West Virginia Board of Education and the county Board of Education.
2. Actively engage in middle school procedures such as advisory and team planning.
3. Maintain professional work habits to promote a collaborative, supportive learning climate.
4. Utilize standards-driven instruction using state-approved curricula.
5. Create and maintain a classroom climate conducive to learning for all students.
6. Utilize instructional management systems models that increase student learning
7. Demonstrate a deep and extensive knowledge of the subject matter
8. Monitor student progress toward mastery of content standards and objectives.
9. Communicate effectively with the educational community and parents/guardians on a regular basis.
10. Demonstrate competence in the knowledge and implementation of the technology standards.
11. Demonstrate competence in standards-based lesson design and implementation.

12. Meet Federal, State, County and School policies (State Assessment, IEP, 504, SAT plans, technology usage, attendance, grading, record keeping, supervision of students, etc.)
13. Implement the state and county testing program in accordance with state and county policies.
14. Complete and submit all reports in a timely manner as required by law, the West Virginia Department of Education, and/or the county Board of Education.
15. Report the presence of any situation that may be harmful to the health and safety of the students and/or staff.
16. Identify and refer for screening and evaluation any student who has learning deficiencies.
17. Advise the principal of the presence of any situation that may require immediate intervention so as not to hinder the instructional program.
18. Communicate to parents/guardians the progress and/or deficiencies of students.
19. Accept responsibility for the behavior of the students assigned.
20. Supervise students at all times in accordance with state, county and school policies.
21. Attend all faculty senate and other required meetings.
22. Fulfill annual continuing education requirements and attend other required training programs.
23. Report student attendance as legally required and in accordance with county policy.
24. Maintain and order supplies and equipment necessary for the successful operation of the instructional program.
25. Accept reasonable extra duty assignments necessary for a successful school program.
26. Utilize a balanced assessment approach to guide student learning.
27. Participate in school and district in-service trainings to gain knowledge of school and district initiatives.
28. Establish and maintain standards of classroom management that foster a learning environment.
29. Provide individual and group instruction designed to meet individual needs and motivate students.
30. Maintain professional work habits.
31. Maintain and upgrade professional skills.
32. Meet all professional responsibilities.
33. Perform other duties and responsibilities as assigned by the principal/assistant principal.

08/28/18