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Traverse Bay Area Intermediate School District
1101 Red Drive, Traverse City, MI 49684
231-922-6200 FAX: 231-922-6270
www.tbaisd.org

PROFESSIONAL POSITION

January 16, 2018

18-02

POSITION: Mechatronics Instructor
EFFECTIVE DATE: 2018-19 School Year
LOCATION: TBAISD Career-Tech Center
EMPLOYMENT TERMS: Shall be part of the professional contract
REPORTS TO: Director/Principal of Career-Tech Center

QUALIFICATIONS:

- Valid State of Michigan Secondary Teaching Certificate (desired)
- Valid or the ability to obtain the appropriate State of Michigan Professional/Standard CTE Certificate
- Major in an approved program related Mechatronics field of Professional/Standard CTE Endorsement
- Two years' relevant work experience in the area of the Professional/Standard CTE Endorsement
- Knowledge of CADD, PLC Diagnostics, Fluid Power, Pneumatics, Robotics, Blueprints, Machining and other related Mechatronics fields
- Knowledge of alternative energy, green building practices and LEAD building regulations (preferred)
- Minimum of three years (3) successful teaching experience (desired)
- Demonstrated success with student clubs and organizations such as Skills USA, MITES, etc. (desired)
- Licensed or credentialed in CADD, PLC Diagnostics, Fluid Power, Pneumatics, Robotics, Blueprints, Machining and other related Mechatronics fields (preferred)
- Knowledge of how academics are integrated into career and technical instruction
- Willingness to maintain-program curriculum consistent with current technical, academic and related industry standards
- Strong communication skills including technical writing, reading, and speaking
- Technological literacy
- Ability to work effectively with all ability levels and categories of students.
- Desire to contribute as a team member within the school and community
- Willingness to participate in professional development activities such as Professional Learning Communities, Lesson Study, Team Meetings, and/or other activities to update and improve instructional practices and program curriculum
- Desire and ability to work with high school age students.
- Collaborative and flexible.

TBAISD Vision: To be the BEST educational system in the world.

RESPONSIBILITIES:

1. Successfully develop the program curriculum based on technical, industry and academic standards.
2. Plan appropriately and effectively for instruction including participating in PLCs and co-teaching with academic specialists.
3. Maintain a positive climate for teaching and learning.
4. Demonstrate appropriate classroom management.
5. Effectively and efficiently direct the student learning process.
6. Organize and maintain a business advisory board.
7. Organize instructional activities that complement and enhance the learning process including service of customer equipment and other community service projects.
8. Interact positively and appropriately with students, parents, and other staff members.
9. Effectively monitor student progress and instructional effectiveness including use of electronic grade book and web-based applications.
10. Maintain teacher certification and qualifications.
11. Attend professional development activities.
12. Actively participate in PLCs.
13. Successfully meet annual Program Standards for the Career-Tech Center
14. Adhere and follow all TBAISD policies and procedures.
15. Recommend students to the CTC Placement Department for employment and/or placement activities.
16. Cooperate with special education staff to ensure appropriate IEP implementation and student accommodations.
17. Coordinate articulation agreements with two and four year universities.
18. Actively involve students in clubs and organizations. (MITES, Skills USA, etc...)
19. Develop and maintain a vision for the program.
20. Successfully develop, monitor, and follow all issues pertaining to student liability.
21. Stay current with industry needs, trends, and relative issues.
22. Successfully market the program to local school districts.
23. Successfully maintain program budget.
24. Maintain professional license and remain active in the field.
25. Research, write and participate with grants pertaining to the program including the current alternative energy grant initiatives.
26. Other duties as assigned by CTC Administration.

Anyone interested in this position should apply on-line at www.tbaisd.org under employment opportunities. Applicants applying on-line can include as an attachment their cover letter, resume and transcripts. Posting deadline – until filled.

C: Bulletin Boards at:

TBA Administration Building (2)
TBA Career-Tech Center
Life Skills Center
Oak Park

TBAEA
New Campus
Admin East
Traverse Heights

Universities

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NOTICE OF NONDISCRIMINATION POLICY

It is the policy of the Traverse Bay Area Intermediate School District that no person shall, on the basis of race, color, national origin, age, religion, gender, height, weight, marital status, familial status, disabling condition or any other reason prohibited by federal, state or local law be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity and in employment.