

**AN ACHIEVABLE DREAM, INC.**  
**JOB DESCRIPTION**

**JOB TITLE:** TECHNOLOGY TEACHER

**DEPARTMENT:** AN ACHIEVABLE DREAM, INC.

**REPORTS TO:** DIRECTOR OF OPERATIONS AND STUDENT SERVICES

**COORDINATES WITH:** AAD PRINCIPAL AND ASSISTANT PRINCIPAL

**DATE:** JULY 20, 2019

**JOB DESCRIPTION SUMMARY: (PURPOSE AND SCOPE)**

The purpose of this position is to provide an educational atmosphere in which students will move toward the fulfillment of their intellectual, emotional and psychological growth and develop skills in technology and business. The scope of the position includes interaction and collaboration with students in grades 6-12, parents, and school administration.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Plan and implement a balanced CTE program in technology and business.
- Define goals and objectives for unit, practice and daily plans.
- Plan and Prepare a variety of learning activities which will challenge the students to think critically and prepare them for job-seeking skills.
- Create hands-on lessons and project-based learning.
- Perform any other duties as assigned by the Vice President of Academics, Director of Operations and Student Services, An Achievable Dream Middle and High School Principal and Assistant Principal.

**EDUCATION AND EXPERIENCE:**

Position requires a Bachelors Degree in Technology or Business with certification in grades 6-12. Must possess communication, leadership, and organizational skills. Must possess the ability to establish and maintain effective working relationships with teachers, students, families and administrative staff.

**LICENSES/CERTIFICATIONS:**

- State of Virginia PreK-12 Technology or Business Education

**EXPERIENCES AND SKILLS:**

- Knowledge in the field of technology education and current information.
- Knowledge of learning styles and skill in using varied teaching methods to address student learning styles.
- Ability to schedule, plan and facilitate productive hands-on learning lessons.
- Possess strategic thinking and communication skills.
- Ability to establish and maintain effective working relationships with NNPS personnel, and administrative staff.

**TECHNICAL SKILLS:**

- Microsoft, Apple and Google Chromebook operating systems

**WORKING CONDITIONS:**

- Work is normally performed in a typical interior classroom environment.

**PHYSICAL EFFORT:**

- Limited physical effort required.

**ENVIRONMENTAL CONDITIONS:**

- Conditions conducive to working in a typical classroom.