

York Adams Academy

POSITION- Secondary Cooperative Education Teacher

JOB DESCRIPTION - This is a professional certified position that reports to the director. The successful candidate will work one night a week for two hours. The hourly rate for this position is \$35.32.

DUTIES AND RESPONSIBILITIES-

1. Implement the YAA Joint Authority Board approved curriculum
2. Maintain current certification and up-to-date knowledge of subject matter, instructional strategies and the use of technology
3. Monitor student progress and grade all assignments in accordance with school policy
4. Submit final course grades and necessary supporting documentation to the director upon the student's completion of each course
5. Work cooperatively with other staff members
6. Maintain professional decorum in all interactions with students, parents and the public
7. Conduct oneself in accordance with PSEA/NEA "Code of Ethics for the Education Professional"
8. Support the mission of the school in all public contacts
9. Perform other services reasonably related to the instructional mission of the school as designated by the director

QUALIFICATIONS-

1. Bachelor's degree or higher from an accredited institution
2. Valid PA Cooperative Education Teaching Certificate (7-12)

APPLICATION PROCESS-

Submit the following documents:

Letter of Interest
Resume
References
PA Standard Teaching Application
Copy of PA Teaching Certification
Copy of Current Clearances (Less than 1 year old)
Act 114-FBI Fingerprinting and Criminal History
Act 34-PA State Police Criminal History
Act 151-Child Abuse

Mail Employment Documents to:

Christopher Fultz-Director
York Adams Academy
300 East 7th Avenue
Suite 500
York, PA 17404

DEADLINE- 9/13/19 or until the position is filled