**Building Trades Job Description:**

Responsible for providing instruction in the area of Building Construction Technology. The program will focus on training students for entry level carpentry skills. Providing practical experience, information and skill techniquest relating to residential painting, carpentry , and other specialties. Teaching students to read blueprints, use hand and power tools, lay out floor, wall and roof systems to build sheds, as well as maintain, repair, and construct projects off school site.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

* Develop and follow an appropriate course syllabus for each course taught. Courses taught include Introduction to Carpentry, Carpentry Skills, and Building Trades.
* Develop and execute lesson plans that lead toward student achievement of competencies in the area of Building Trades.
* Develop and update, as needed, the curriculum for the program.
* Present subject matter to students, utilizing a variety of methods and techniques, such as lectures, discussions or demonstrations; ensures use of classroom time is organized and that instruction and clean-up (if applicable) can be accomplished within the allotted time.
* Assist students, individually or in groups, with lesson assignments to present or reinforce learning concepts; responds to basic student questions; may initiate study groups in preparation for examinations.
* Develop and enforces classroom protocols, rules and regulations; maintains classroom discipline; utilizes effective classroom management techniques.
* Prepare orders for the purchase of supplies, tools, equipment, and instructional materials necessary to support the learning activities.
* Maintain inventory and repair records, and ensure the safe and proper operation and maintenance of tools and equipment.
* Remain informed of new trends, methods, materials, tools, and equipment in the Building Trade industry.

**MINIMUM QUALIFICATIONS:**

* Hold or be eligible to pursue a Certificate to be a Career Education Teacher in Missouri.
* Must possess one of the following qualifications:
  + Bachelor's degree or higher from an accredited college or university and four thousand (4,000) hours of Department-approved, closely related occupational experience obtained within the past ten (10) years; or
  + Associate's degree from an accredited college or university and five thousand (5,000) hours of Department-approved, closely related occupational experience within the past ten (10) years; or
  + No degree and six thousand (6,000) hours of Department-approved, closely related occupational experience obtained within the past ten (10) years.
* Must be willing to complete the necessary college coursework to obtain renewal of initial teaching certificate