

ROBOTICS TEACHING FACULTY Academic Department

Job Classification: Faculty, Full-Time, Academic Year, Exempt
Reports To: Mathematics or Science Department Head & Dean of Academics

Summary

The person holding this position is responsible for preparing curriculum and providing instruction in robotics and computer science.

Responsibilities and Duties include but are not limited to:

Teaching

- Teach four sections in a combination of robotics, computer science, mathematics, or science
- Prepare course objectives and course of study following departmental guidelines and curriculum
- Maintaining and organizing of the robotics lab and its equipment
- Prepare students for the annual robotics competitions
- Travel with the students to the annual national and international robotics competitions
- Stay abreast of current developments in the field of robotics and artificial intelligence and implementing technologies in the curriculum as appropriate
- Conduct varied and frequent assessments of student performance utilizing appropriate technology in the classroom setting
- Keep attendance and grade records as required by school
- Write individual grade and comment reports six times a year with additional progress reports as assigned
- Maintain regularly scheduled office hours for help sessions with students
- Attending faculty meetings and professional development opportunities provided by the school

Communication

- Communicating positively and proactively with students, advisers, parents, colleagues, and administration in a professional manner in both oral and written form

Knowledge, Skills, and Abilities:

The position requires a person who has experience teaching adolescents and enjoys working with and relates well to both adults and students, is collaborative, and communicates well. This faculty member needs to be organized as well as possess excellent written and oral communication and technology skills. This faculty member holds a full-time faculty position and two-thirds of the faculty position is devoted to teaching. This faculty member carries out additional responsibilities such as residential and/or co-curricular assignments. For the 2019-20 academic year, coaching needs include head varsity boys' baseball and boys' lacrosse and head varsity 8-man football.

Minimum Qualifications:

- Bachelor's degree
- Extensive expertise in technology applications, including use of a MacBook Pro and iPad for the teaching purposes with specific knowledge of Keynote, Pages, and iMovie
- Proficiency in robotics technology and computer science applications
- Prior experience in teaching robotics and curriculum development preferred
- A valid driver's license

Physical Demands:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Environment: Work is performed mostly in an indoor/office environment.
- Physical: Primary functions require sufficient physical ability and mobility to climb, balance, stoop, kneel, crouch, crawl, reach, stand, walk, push, pull, lift, using repetitive motions; may frequently lift up to 20 lbs. or up to 10 pounds constantly and occasionally up to 50 lbs.; to travel in all modes of transportation; sufficient manual dexterity and eye-hand coordination to grasp, finger, and feel.
- Vision: Required to have visual acuity, with or without correction, to be able to see close activities such as

viewing a computer terminal, distance and focus to operate motor vehicles.

- Auditory: Must be able to express or exchange ideas by means of the spoken word. Must be able to talk and hear by telephone and in person.

This description is intended to provide a general scope of the position. This job description is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required. This job description may include other duties as assigned by the manager.

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