ENEMY SWIM DAY SCHOOL – TOKA NUWAN WAYAWAPI

TITLE: Computer Technology Teacher

RESPONSIBILITIES:

The Teacher will:
- Plan instruction that is consistent with the mission, vision, values, standards and curriculum of the school.
- Integrate Dakotah culture and language within lessons and teach using a multicultural approach.
- Develop lesson plans, unit plans and course curriculum outlines according to the approved templates and processes and written to the appropriate standards.
- Educate students on how computers work, from the basic science and mathematics behind their operation to the actual hardware and the software built on those foundations.
- Engage students through a hands-on curriculum that reinforces the fun of learning and enables struggling students to thrive.
- Track attendance, assign classwork, grade assignments, give feedback and communicate effectively with students and parents/guardians at all levels of technological understanding.
- Prepare and submit written communication and reports when required such as grades, attendance, behavior, referrals (SPED, Counseling, etc.), assessment, parent reports on student progress, etc.
- Implement classroom management that provides for an organized and positive classroom environment with clear rules and procedures.
- Supervise students in the classroom as well as all other areas of the school campus and at school sponsored events, as directed.
- Participate in school, community, and cultural activities including annual welcome wacipi, parent/teacher conference, carnivals, graduation wacipi, and other activities as assigned.
- Participate in meetings that are required for the betterment of the school, self, and students, including staff meetings, curriculum development, Student Assistance Teams, consolidated school reform planning, student assistance, IEP, etc.
- Follow all policies and standard operating procedures of the school including the Code of Professional Ethics.
- Prepare the annual computer lab order that includes appropriate software, replacement parts and other materials.
- Prepare long range plans that include hardware and software acquisitions as well as program goals.
- To keep the computers and all support equipment and materials well maintained and in good working order.
- To maintain an annual inventory of all software and hardware.
- Attend trainings as required for position.
- Performs other duties and responsibilities as assigned by supervisor.

POSITION REQUIREMENTS:
Preferred BA/BS degree in Elementary Education, South Dakota Teacher Licensure obtainable or BA/BS in any field. Required AA or commensurate number of hours and technology proficient.

SUPERVISORY CONTROLS:
Supervised and evaluated by the Instructional Principal.