

LOS ANGELES UNIFIED SCHOOL DISTRICT
Human Resources Division

Class Description
INSTRUCTOR, JROTC

Job Purpose

Receives administrative direction from the principal of the school to which assigned; receives technical and functional direction from the Senior Instructor, JROTC. Supervises the work of personnel assigned to assist with classroom instruction, organization, and operation.

Functions

Essential Functions

1. Teaches classes in Citizenship in Action; Leadership Theory and application; Foundations for Success; Wellness, Fitness, and First Aid; Geography and Map Skills; Environment Awareness; American History and Government; Physical Fitness; drill; and command in a JROTC program, and other related classes for which appropriately credentialed, according to approved courses of study and at a rate and level commensurate with established expected student progress.
2. Selects, instructs, and supervises cadets who are utilized for control, civil defense, first aid, and for regulatory purposes proposed by the school administration.
3. Supervises JROTC units when participating in parades, ceremonies, and as color guards.
4. Administers tests and maintain records of a JROTC unit.
5. Counsels students with regard to scholarships, career opportunities, and other aspects of the program.
6. Maintains proper control and a suitable learning environment in assigned classes; cooperates with the school administration and staff in providing such control and environment in buildings and on the grounds.
7. Evaluates the performance of subordinate personnel.

Other Functions

1. During periods of critical personnel shortage or other emergency situation shall temporarily perform any duties, as directed, within the authorization of any credentials held by the incumbent which are registered with the Office of the Los Angeles County Superintendent of Schools and which are a part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned in accordance with the District-UTLA Agreement.

Qualifications

Education

1. Possession of a high school diploma or have a GED aptitude area score of at least 100.
2. Possession of an earned Associate of Arts (A.A.) degree or higher from an accredited college or university or obtain an A.A. degree within two years of hire.

Experience

Must have retired from one of the five active-duty military services branches in grade E6, E7, E8, or E9 with at least twenty years of active service.

Credentials

A California Designated Subject Special Subjects Teaching Credential authorizing service as an instructor in a Reserve Officers Training Corps (ROTC) program must be in force and on file in the Office of the Los Angeles County Superintendent of Schools.

Knowledge, Skills, Abilities, and Personal Characteristics

1. Knowledge of military theory, military drill, marksmanship, first aid, and leadership command.
2. Understanding of the physical, intellectual, social, and emotional growth patterns of students.
3. Facility in oral and written communication.

4. Ability to organize and teach a comprehensive program of JROTC training.
5. Ability to properly use and to care for the materials, supplies, and equipment employed in teaching the JROTC program.
6. Appropriate manner including poise, tact, good judgment, and commitment to the education of students; capacity to work effectively with students, parents, District personnel, and community representatives.
7. Proper military bearing, appropriate appearance, and cleanliness.

Health

Physical and mental fitness to engage in teaching service as certified by a licensed physician and surgeon or medical officer pursuant to Education Code Section 44839 and freedom from active tuberculosis pursuant to Education Code Section 49406.

Special Requirements

1. Must secure and maintain the necessary government security clearances.
2. Must be approved for employment by the appropriate military department.
3. Must secure and maintain the current United States active-duty services uniforms.
4. A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation.

NOTE: This is a Special Services Salary (D) Table classification.

This class description is not a complete statement of essential functions and responsibilities. The District retains the discretion to add or change typical duties of a position at any time.

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