

# Monroe County Schools

jsbasile@k12.wv.us

[www.boe.monroe.k12.wv.us](http://www.boe.monroe.k12.wv.us)

Office of the Superintendent  
P. O. Box 330  
Union, WV 24983  
304-772-3094 Fax: 304-772-5020

Posting # MCP00904  
May 22, 2018

## NOTICE OF VACANCY Professional

Position Title: Half-Time English Teacher at James Monroe High School

Job Description: Half-Time English, Grades 9-12. See Attached.

Qualifications: Must hold a valid teaching certificate to cover English grades 9-12

Effective Date: 2018-2019 School Year

Salary: Per County Schedule

Deadline for Application: May 30, 2018 @ 3:00 pm or until filled.

To Apply: Please send application to Monroe County Board of Education or email the application to Libby Kowalsky at [lkowalsk@k12.wv.us](mailto:lkowalsk@k12.wv.us). Current employees use Professional Application for Transfer. Non employees use Application for Professional Employment. Applications found on county website

Monroe County Schools is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and disability in its activities, programs or employment practices as required by Title VI, Title IX and Section 504.

For information regarding civil rights or grievance procedures, contact Lisa Mustain, Title IX Coordinator/Section 504 Coordinator, at the Monroe County Board of Education Office, Post Office Box 330, Union, West Virginia 24983, 304-772-3094, extension 314. In addition, information regarding services, activities and facilities that are accessible to and usable by disabled persons can be obtained at the same above address.

**MONROE COUNTY SCHOOLS**  
**Job Description**

**POSITION:**

High School

**IMMEDIATE SUPERVISOR:**

Principal

**FLSA STATUS:**

Exempt

**EMPLOYMENT TERM:**

Minimum 200 days annually, pursuant to WV Code § 18-5-45; extended employment terms may be established by MCBOE

**SALARY:**

Pursuant to WV Code §18A-4-2, in accordance with Monroe County Teacher Salary Schedule, commensurate with experience and education level

**EVALUATION:**

Performance in this position will be evaluated by the building principal/immediate supervisor and in accordance with WV State Code §18A-2-12, WV State Board Policy 5310, and MCBOE Policy C.2.3, Performance Evaluation of School Personnel  
-Administrative Procedures

**JOB SUMMARY:** Provide appropriate instruction to high school students and insure that the students meet the learning objectives and standards for the appropriate content and grade level.

**PERFORMANCE RESPONSIBILITIES:**

◦ Appropriate certification to cover grade levels 9-12. Responsible for planning and implementing WV Content Standards and Objectives ◦ Responsible for implementing adopted and supplemental academic programs ◦ Responsible for implementing 21<sup>st</sup> Century technology skills ◦ Responsible for planning and implementing team teaching as appropriate. Be accountable for individual student achievement ◦ May be responsible for planning and implementing designated co-curricular activities and/or programs at the school such as curricular fairs, awards programs and field trips ◦ Strong working/communication skills with students, parents and peers ◦ Willing to implement any other programs designated by principal for school improvement ◦ Includes supervisory and/or other duties as assigned by Principal.

**QUALIFICATIONS:**

Valid teaching certificate licensing the individual to teach in the specializations and grade levels, pursuant to WV Code §18A-3-2; Criminal background check conducted pursuant to WV Code §18-5-15c and/or §18A-3-10, as appropriate; Meet the qualifications outlined in WV Code §18A-3-2a.