



Drummond Public Schools

Districts 11 & 2

P.O. Box 349, 108 West Edwards
Drummond, Montana 59832
High School – 406-288-3281



Board of Trustees
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Elementary School – 406-288-3281
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JH/HS INDUSTRIAL ARTS & MAINTENANCE DIRECTOR POSITION 2021-2022 School Year

Job Description:

1. Plan and develop course of comprehensive Industrial Arts (CTE) curriculum to meet the needs of our students and following curriculum guidelines of District and state requirements.
2. Develop and present specific lesson plans, using a variety of means, including lectures, projects, group discussions, exhibits, field trips, audio-visual and library resources, computers, and the Internet.
3. Prepare assignments and tests for in-school preparation and homework. Monitor, assist, correct and grade student performances.
4. Must know how to operate and maintain multiple woodshop and welding machines in a working Industrial Arts building
5. In order for this position to be FULL TIME- the Maintenance Director position is a possible combination. However, if the right candidate has additional teaching endorsements, will be willing to make this a FT teaching position if it meets the needs of the district.
6. Must possess or be able to acquire a CTE Endorsement in any number of Industrial Trades - Class 4 License will be required.
7. Maintain order in the classroom and administers discipline when necessary to achieve proper behavior.
8. Keep records of academic performance, attendance, and social acclimation. Reports on all aspects of student development for school records and parents; conducts parent-teacher conferences.
9. Mandated reporter.
10. Comply with all Board policies, rules, regulations, and directives.
11. Participate in faculty meetings, educational conferences, professional training seminars, and workshops.
12. Maintenance Director position is approximately half time in the school year and full time in the summer and over most breaks. Boiler license preferred but will train the right person.
13. Maintenance Director also oversees custodial crews and summer work crews, must maintain facilities as necessary.

Only minimum duties are listed. Other functions may be required as given or assigned.

Hiring contingent upon successful fingerprint background check

Pay: Teaching position is .6FTE with a salary aligned with bargained salary schedule; Maintenance Director position is paid at a salary commensurate with experience and is \$1/hour more for Boiler's License

Deadline: OPEN UNTIL FILLED

Please Submit:

1. Letter of Application
2. District Certified Application
3. Three letters of recommendation
4. Copy License(s) and Transcripts

Contact: Christina Barbachano - 406-288-3281 - cbarbachano@drummondschool.net

Return Applications To:

Christina Barbachano, Drummond Public Schools, P.O. Box 349, Drummond, MT 59832

“Whatever it takes...”