

Posting

**HOLYOKE PUBLIC SCHOOLS
HOLYOKE, MASSACHUSETTS
Mr. David Dupont, Superintendent of Schools**

Posting # HTA2010110

POSITION: Cosmetology Instructor

LOCATION: William J. Dean Vocational Technical High School

REQUIREMENTS:

- Minimum a High School Diploma or Equivalent
- Bachelor's Degree desirable.
- Minimum one (1) year teaching experience in the field of Cosmetology in a vocational school
- Massachusetts Certification as a Vocational Instructor in Cosmetology (9-14).

DUTIES AND RESPONSIBILITIES:

1. Teaches occupational skills and knowledge to provide students with the competence to become skilled in their field.
2. Develops lesson plans and organizes class time so that preparation, instruction, shop work, and clean-up activities can be accomplished within the allotted time.
3. Demonstrates occupational materials, equipment, instruments, and processes using standard or teacher-prepared models, mock-ups, sketches, and other instructional aides.
4. Guides students in the selection and performance of appropriate activities.
5. Provides individual and group instruction appropriate to the needs of the students and the requirements of the activities being performed.
6. Instructs students in the appropriate safety precautions and the safe operation and use of instruments and equipment.
7. Controls the storage, maintenance, and use of materials and property to prevent loss or abuse.
8. Establishes and maintains standards of student conduct to provide an orderly, safe, and productive environment in an activity-type classroom.
9. Communicates with employers, parents, and school counselors on individual student progress.
10. Evaluates each student's performance, knowledge, and skills in the course being taught, as well as prepare progress reports.
11. Selects and requisitions books, instructional aides, equipment, instrument, materials, supplies, and parts required while working under established budgets and procedures.
12. Other duties as assigned.

AVAILABLE: Immediately

SALARY: According to the HTA contract.

APPLICATION: To apply, visit www.hps.holyoke.ma.us "Employment Opportunities"

CUT OFF-DATE: July 30, 2010/ available until filled