

STATE VACANCY ANNOUNCEMENT

LOUISIANA MILITARY DEPARTMENT LOUISIANA ARMY NATIONAL GUARD

POSITION: Instructor #50357738

ANNOUNCEMENT NO. 123-2015

***SALARY:** SS-413 / Minimum \$29,598 / Maximum \$62,317 annually

LOCATION: LANG-YCP-CM, Camp Minden, Minden, Louisiana

OPEN: 15 October 2015

CLOSE: 29 October 2015

**Salary may be adjusted upward for education/experience.*

A THOROUGH BACKGROUND CHECK IS CONDUCTED PRIOR TO EMPLOYMENT

EMPLOYEES IN THE MILITARY DEPARTMENT UNCLASSIFIED SERVICE, PERMANENT OR TEMPORARY, ARE EMPLOYED "AT WILL" AND MAY BE SUBJECT TO TERMINATION OR EXPIRATION OF APPOINTMENT, WITH OR WITHOUT CAUSE.

1. **AREA OF CONSIDERATION:** (1) Active Louisiana National Guard Members; (2) Retired National Guard Members and Retired Active Military Soldiers; (3) those eligible for Louisiana State Guard Membership.

2. **QUALIFICATIONS:** (In addition to below, see application procedures).

a. **SPECIFIC:** Bachelor's Degree required. Applicant must hold a current Louisiana Teaching Certificate (Middle School or Secondary Certification preferred). Should be computer literate in various educational programs.

b. **GENERAL:** Must have a valid Driver's License, Social Security Card and Birth Certificate. Must qualify to obtain a CAC Card. Ability to work and communicate effectively with peers, superiors and subordinates. Travel may be required. Must be available to report to duty during emergency or disaster situations.

c. **OTHER REQUIREMENTS:** The Military Department is a substance abuse and drug free workplace. In accordance with the Military Department Drug Testing Policy, all new employees are subject to mandatory drug testing. Thereafter, all employees are subject to random drug testing. Must meet physical requirements to perform functions of the position. Ability to work and communicate effectively with agency personnel and the public.

3. **CONDITIONS OF EMPLOYMENT:** By submitting an application for employment with the Military Department, the applicant agrees to the following conditions of employment:

a. Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.

b. Applicants who are active members of the Louisiana National Guard or uniformed members of the Louisiana State Guard must wear the appropriate military uniform and meet prescribed military grooming standards.

4. **POSITION DESCRIPTION:** Oversee the academic instruction for youth (ages 16-18). Prepare and implement reading, writing, math, science and social studies lessons. Prepare and implement lessons on life skills topics. Maintain academic records and documentation. Evaluate student progress and improvement. Oversee computer assisted instruction units based on students' academic needs. Completion of SHARP Training and fosters sexual harassment free environment. Complete all LMD training requirements annually. Perform other duties as assigned.

5. **APPLICATION PROCEDURES:** All Applicants must complete a LANG-LMD-H Form 10 (State Application) and attach a legible copy of their Official Birth Certificate, Driver's License and Social Security Card. Resumes are optional and will not be accepted unless they are submitted with the LANG-LMD-H Form 10 (State Application). **To obtain a LANG-LMD-H Form 10 (State Application) contact the following Human Resources Employee Assistance Office.**

SFC (Ret) Theresa Walker / Mrs. Kimberly Clay

LMD-HR, Pineville, La. / Minden, La.

E-mail: kimberly.s.clay.nfg@mail.mil and/or Theresa.j.walker2.nfg@mail.mil

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