



STATE OF LOUISIANA
invites applications for the position of:
Instructor
#50418079

An Equal Opportunity Employer

ANNOUNCEMENT NO. 124-2024

OPENING DATE: August 13, 2024

CLOSING DATE: Open Until Filled

SALARY: ME-413/ \$40,914 - \$73,632 annually

JOB TYPE: Unclassified

LOCATION: STARBASE-Jackson Barracks, New Orleans, LA

BENEFITS:

Retirement: Louisiana State Employees' Retirement System (LASERS) with employer contribution & Optional Retirement Savings Account

Insurance: Medical & Optional Dental & Vision

Paid Holidays: 10 days per year, additional holidays may be proclaimed.

Paid Annual Leave: 12 days per year with increases based on tenure

Paid Sick Leave: 12 days per year with increases based on tenure

LOUISIANA
NATIONAL GUARD



Louisiana Military Department

STARBASE

Jackson Barracks



The Louisiana Military Department is an Equal Opportunity Employer and State as a Model Employer (SAME) to promote diversity and inclusion in the workplace.

In accordance with R.S. 42:1701, if you are nominated for this position, you will be required to undergo a criminal background check prior to commencement of employment with the Louisiana Military Department.

POSITION DESCRIPTION:

The instructor position coordinates daily operations and provide classroom instruction based on the DoD STARBASE curriculum. DoD STARBASE Curriculum is based on the national math and science standards. The instructor should have classroom experience as well as familiarity with student-centered learning and STEM experience. Seeking candidates who can inspire students from diverse socioeconomic and cultural backgrounds. Special needs experience is also a plus. The instructor will be one of two instructors/program coordinator/assistant who will assist in managing the classroom and successfully implementing engaging pedagogy. The instructor will report to the deputy director for curriculum and classroom and the director for all other administrative needs. The instructor is an integral part of the STARBASE Team and will share in responsibilities for all of the STARBASE programming operations. This is to include summer camp, Advanced STARBASE (after-school program), and all outreach and/or supplemental programs. Attend all National Professional Development Conferences when required.

Attend or participate in one professional development opportunity per year within the state if available and when funding and scheduling allows. Practice the Onshape CAD program each week, applying troubleshooting and improving accuracy of all computers utilized. Complete all LMD state training and turn in all certificates to administrative tech or director. Attend Onshape or curriculum training held by STARBASE Spectrum group as scheduling and funding allow. Become proficient in all lessons involving the core curriculum of chemistry,

physics, engineering, math and technology. Follow all approved curriculum. Be able to teach independently all lessons within required time constraints indicated in the core curriculum. Become proficient in all STARBASE technology uses to include, but not limited to the following:

- Google docs/Gmail/google calendar
- Apple technology-iPads, computers, apple TV etc....
- Smart boards
- Computer lab/CREO programming
- Robotic software (scratch programming)
- 3D printers: Stratasys & Resin printers

Prepare all materials and equipment for lessons identified in the core curriculum. Research and identify supplies necessary for core component lessons. Select and update student mission logs and materials with the approval of Dep. Director and assistance of program assistant. Prep materials before and clean up after all experiments with the assistance of the program assistant. Readily assist presenting instructor through the instructional process/team teaching model. Instruct students in groups using various teaching methods such as discussions, investigations, demonstrations, and applications. Clarify objectives for all lessons and experiments to students. Guide and counsel students with adjustment and/or academic needs or special needs and requirements. Confer with other staff members to plan and schedule lessons promoting learning and following approved curriculum. Prepare, administer, and document pre and/or post-tests to evaluate students' increase in understanding. Prepare and update materials and outlines for curriculum while following approved DoD curriculum. Become proficient in and implement all STARBASE technology and software. This includes but is not limited to:

- Robotics
- Scratch programming
- Onshape/CAD programming
- iPad science apps such as Happy Atoms
- 3D printers
- Laser forge & Cricut
- Laminator
- Computers/printers

Fulfill required hours/lessons for all complete academies.

Complete daily lesson prep-work each afternoon to prepare for the following days lessons.

Prepare and share new material and/or lessons that will reinforce continued learning of all STARBASE participants. Adapt teaching methods, instructional materials, and evaluation tools (pre & post quiz) to meet student's varying needs and interests. Plan and conduct activities for program instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate. Instruct students in groups using various teaching methods such as discussions, investigations, demonstrations, and applications. Clarify objectives for all lessons and experiments to students. Guide and counsel students with adjustment and/or academic problems, or special academic needs/interests. Adapt and implement new DoD lessons into the STARBASE curriculum as required. Update student materials such as the mission log to reflect the curriculum updates. Adapt to schedule adjustments based on school arrival and departure times. Adapt schedule to accommodate participating in one summer camp session. Adapt work schedule to allow time to participate in outreach events and some 2.0 (after-school) sessions. Adhere to and/or enforce administrative policies and rules governing students. Follow departmental dress code and report to work punctually. Provide a minimum of 48-hours' notice on non-emergency leave during times when schools are scheduled. Continue to develop proficiency in technological and scientific areas to support instruction through research and professional development opportunities. Consult with teachers, co-workers, school support staff, and administrators to resolve students' behavioral and academic concerns. Confer with other staff members to plan and schedule lessons promoting learning and following the approved curriculum. Promote the educational process as evidenced by the sharing of ideas and participating in cooperative decision-making. Readily assist staff members in the instructional process and participate in the team-teaching model. Work cooperatively with co-workers during scheduled meetings to discuss ways to improve or adjust lessons for maximum participation. Participate in positive and productive communication with co-workers, visiting staff and schools, and other state departments on Jackson Barracks. Be willing to jump in and assist co-workers in all STARBASE operations. Perform other duties as assigned.

POSITION QUALIFICATIONS:

Bachelor's Degree-Education or STEM subject preferred

Valid Teaching Certificate-Alternative Certification accepted

Two years teaching experience-Science, Technology, or math area preferred

Prerequisite skills: Knowledge and experience in Microsoft Office Software & Google docs/templates

Knowledge in STEM content or related fields (5th grade or beyond)

Highly motivated and has ability and desire to work as a team and team teach.

Knowledge of instructional design and/or curriculum or lesson development.

Knowledge of educational techniques and methods of planning, organizing, preparing instructional materials, and delivering instruction.

ADDITIONAL INFORMATION: Selected candidate must maintain a valid driver's license and must be willing to work a flexible schedule when needed which may include some evenings, weekends, or additional hours. Limited travel may be required.

OTHER REQUIREMENTS: Must meet physical requirements to perform functions of the position. Must attend/complete all LMD annual training and other training required for the position. Must adhere to the Code of Ethics and foster a Sexual Harassment-Free Environment.

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

- Salary is paid by Electronic Funds Transfer (EFT) / Direct Deposit Only. A checking or savings account is required for employment.
- The LA Military Department is a substance abuse and drug free workplace. To become an employee of the Louisiana Military Department/Louisiana State Guard, the selected applicant must pass a pre-employment background investigation and pre-employment drug test. Thereafter, all employees are subject to random drug testing.

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 but must be submitted with the LANG-LMD-H Form 10 (State Application).

- State Application: The LANG-LMD-H Form 10 (State Application) is located at:
<http://geauxguard.la.gov/wp-content/uploads/2016/10/LMD-H-Form-10-State-Application-pdf-10-25-2016NEW.pdf>

Application(s) must be submitted to the appropriate LMD Human Resources point of contact below by the Close Date, no later than 4:00 p.m. CST:

Mrs. Dawn Riess
LMD-HR (Jackson Barracks)
E-mail: dawn.t.riess.nfg@army.mil
Office: (504) 278-8547