

SKILLS APPLICATION TEACHER *

Function of Job:

Under general supervision of department chairman or faculty member, instruct students in basics of applied skills, including testing, determining skills proficiencies, designing and teaching course and laboratory programs to support those skills, and provide administrative and academic coordination for assigned program(s).

Characteristic Duties and Responsibilities:

1. Instruct students in application of skills in specialized field and/or teach courses in a field of education as designated by an academic department.
2. Design course and laboratory program needs and teach such courses as assigned.
3. Design and administer skills proficiency tests.
4. Advise students on practice techniques and skill development.
5. Lecture to classes and outside groups.
6. Advise students on intern program and refer interns to placement programs and/or advise students on program major.
7. Attend seminars on latest approved skills, methods and training procedures.
8. Coordinate program curriculum, program development, promotion, outreach, and events as assigned.
9. Act as consultant to in-service training programs in skills area.
10. Hire, train, and supervise staff as assigned.
11. Assist in faculty departmental business and committees and/or coach/coordinate program-related activities of student teams and clubs.
12. Perform related duties as assigned.

Minimum Acceptable Qualifications:

1. Bachelor's degree in subject field and four years of combined experience in teaching skills and/or experience in application of skill or Master's degree in subject field and one to two years of related experience.
2. Certification if required by field or department.

Additional Desirable Qualifications:

1. Ph.D. degree in subject field.

8/21/06

System Approval

8/7/06

Effective Date

This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position.

* Revised - Original approved 6/1/82 and revised 4/2/85, 8/31/87, and 6/17/88.