



#### Navy JROTC (NNDCC) Program at ORHS

As most are aware, ORHS has been in pursuit of JROTC to meet Key 7 since 2014 and we are excited to be able to offer this opportunity for our students beginning with the 2017-2018 instructional year. We are very appreciative to the Board of Education for approving the academic programs and the courses to make this vision become a reality. We have many students interested in the program from our current student body and we will be promoting the program through visits to our middle schools. We have worked to generate a job description through Human Resources and will be positing the position on the district website as well as the Navy website. It is the recommendation of Mr. Merv Dial, regional JROTC director, to post the position as soon as possible so we can have the largest pool of applicants. The Navy has requested we get this position posted in January despite the contract start date not being until July 1, 2017. As we all know this position is a part of the FY '18 budget cycle but we wanted to inform you quickly to our plans to get the position staffed. We are also very thankful to our Oak Ridge Public Schools Education Foundation and CNS for their \$15,000 donation to assist with program start-up costs. The hiring of the new instructor quickly will allow for the process of inventory acquisition to begin prior to the end of our current instructional year. We plan to work with our selected applicant and to collaborate with other Navy JROTC programs to identify the essential inventory necessary to utilize the gracious \$15,000 gift. Again, ORHS is extremely appreciative of the Board of Education, the Oak Ridge Public Schools Education Foundation, CNS, and the community for making this program become a reality.

## **Navy Junior Reserve Officers' Training Corps (NJROTC) Instructor**

This instructor position will work with students to instill the values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment in accordance with regulations, policies and procedures established by the Naval Service Training Command (NTSC) and Oak Ridge High School. The NJROTC Instructor also reports to the Navy Junior Reserve Officers' Training Corps (NJROTC) Area Manager for administrative and logistical support.

### **Essential duties and responsibilities include:**

1. Directing the unit and advising school authorities on unit needs and program requirements;
2. Teaching the prescribed 3 or 4-year Naval Science curriculum, including writing and updating lesson plans and performing other lesson preparation requirements;
3. Instructing cadets in military drill;
4. Ensuring the safety and well-being of cadets is observed at all times during cadets' participation in unit activities;
5. Counseling and mentoring students who participate in the program;
6. Requiring cadets to conduct themselves in a military manner at all times when under instructor supervision (i.e., when attending Naval Science classes, drills, or on authorized field trips or orientation cruises) and that they observe military courtesies and traditions;
7. Providing guidance and information to cadets and other qualified students, including:
  - a. NROTC and other military scholarships;
  - b. USNA and other Service Academies;
  - c. Advanced Navy and other service enlistment;
  - d. Selecting a college or degree program;
  - e. Completing college, financial aid, employment, and other applications;
  - f. Meeting deadlines;
  - g. Interview techniques and practice;
  - h. Financial guidance;
  - i. SAT/ACT preparation; and
  - j. Tutoring.
8. Planning extracurricular activities for the unit, such as color/honor guard ceremonies, academic, drill and marksmanship team competitive meets, field trips, basic leadership training camps and ship cruises; and
9. Establishing community support and recognition of the Program.

**Qualifications:**

Must be either active, reserve or retired non-commissioned (grades E-6 through E-9) or commissioned officer from the US Navy, Coast Guard or Marine Corps and hold Navy JROTC certification. Non-commissioned officers must have an Associate's degree or obtain one within five years of initial date of employment as a JROTC instructor.

Must hold or be able to obtain a Tennessee JROTC Teacher License (To obtain this license requires submission of (1) A completed application for a Tennessee JROTC teaching license; (2) a copy of a valid JROTC training certificate that includes an expiration date; (3) official transcripts of all credit/degrees earned in colleges and/or universities in the United States; and (4) verification that the applicant will be employed in a Junior ROTC program in a Tennessee school system.

A background in training or education in the military or a school setting is preferred.

Prior experience with a NJROTC program is preferred.

This 206 day position is paid in accordance with the Oak Ridge Schools teaching schedule based upon education and experience.