

JOB TITLE: Naval Science Instructor

Primary Purpose:

Provide students with appropriate learning activities in accordance with district/school policies and as outlined by the Chief of Naval Education and Training in CNET Instruction 1533.9.

QUALIFICATIONS:

- Must be a retired sea service (Navy, Marine Corps, Coast Guard) member who meets the active duty service requirements as stated in CNETINST 1533.9.
- Must be NJROTC Instructor Certified.
- Bachelor's Degree or higher from an accredited college or university.

Special Knowledge/Skills:

Knowledge of military (Naval) customs and courtesies

Meet current Navy height/weight screening standards

Know or be willing to learn how to teach close order drill in accordance with MCO P5060.20

Strong communication, public relations and interpersonal skills

Excellent organizational skills

Experience

Military teaching experience desired

Recent work with youth organizations/teams

MAJOR RESPONSIBILITIES AND DUTIES(in addition to those of other teachers):

1. Teach multi-subject three/four year curriculum.
2. Instruct in military drill.
3. Council students in the NJROTC program.
4. Ensure cadets follow the chain of command.
5. Ensure NJROTC in uniform observe the courtesies and traditions of the service.
6. Follow, re-write and update as necessary lesson plans per direction from the Chief of Naval Education and Training.
7. Arrange for the cleaning and tailoring of cadet uniforms.
8. Survey old and worn uniforms and other government property.
9. Inventory and control all government furnished property (including wall-to-wall inventory).
10. Plan and execute extracurricular activities for the NJROTC Unit.
11. Prepare periodic reports on program administration and logistics.
12. Keep current and abreast of new developments and organizations within the U.S. Navy.
13. Attend Navy sponsored training to keep abreast of current requirements of program management.
14. Establish a rapport with school counselors and faculty members.
15. Make annual presentations to students of feeder schools for the purpose of recruiting cadets.
16. Maintain financial accounts of operating budget per CNETINST 1533.9 series.
17. Prepare financial vouchers to the Navy for reimbursement of expenditures as authorized.
18. Establish contact with civic groups to obtain support and recognition for the NJROTC program.