### SERIES PURPOSE:
The purpose of the teacher (business education) occupation is to instruct residents housed in one state facility in business education.

<table>
<thead>
<tr>
<th>CLASS TITLE:</th>
<th>CLASS NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher 1 (Business Education)</td>
<td>71131</td>
</tr>
</tbody>
</table>

**EFFECTIVE DATE:**
03/26/1990

**CLASS CONCEPT:**
The full performance level class works under direction & requires considerable knowledge of teacher education in order to instruct residents housed in one state facility in business education. All employees in this class must possess a baccalaureate degree or less.

<table>
<thead>
<tr>
<th>CLASS TITLE:</th>
<th>CLASS NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher 2 (Business Education)</td>
<td>71132</td>
</tr>
</tbody>
</table>

**EFFECTIVE DATE:**
03/26/1990

**CLASS CONCEPT:**
The full performance level class works under general direction & requires considerable knowledge of teacher education in order to instruct residents housed in one state facility in business education. All employees in this class must possess a baccalaureate degree & twenty additional quarter hours.

<table>
<thead>
<tr>
<th>CLASS TITLE:</th>
<th>CLASS NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teacher 3 (Business Education)</td>
<td>71133</td>
</tr>
</tbody>
</table>

**EFFECTIVE DATE:**
03/26/1990

**CLASS CONCEPT:**
The full performance level class works under direction & requires considerable knowledge of teacher education in order to instruct residents housed in one state facility in business education. All employees in this class must possess a master's degree.

<table>
<thead>
<tr>
<th>CLASS TITLE:</th>
<th>CLASS NUMBER:</th>
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</thead>
<tbody>
<tr>
<td>Teacher 4 (Business Education)</td>
<td>71134</td>
</tr>
</tbody>
</table>

**EFFECTIVE DATE:**
03/26/1990

**CLASS CONCEPT:**
The full performance level class works under direction & requires considerable knowledge of teacher education in order to instruct residents housed in one state facility in business education. All employees in this class must possess a master's degree & thirty hours of post-graduate study.
**CLASS TITLE:** Teacher 1-4 (Business Education)  
**CLASS NUMBER:** 71131-71134  
**BARGAINING UNIT:** 10  

**EFFECTIVE DATE:**  
03/26/1990  

**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)  
Assesses educational needs of residents, develops lesson plans to address those needs to include individualized assignments & training, provides instruction in business education & individual assistance, administers, scores & interprets examinations & proficiency indicators, maintains discipline &/or security & counsels students concerning their performance, behavior &/or personal problems.  
Attends variety of meetings (e.g., in-service training, parent conferences, treatment team, student interviews); prepares required records & reports (e.g., enrollment figures, grades, student progress); inventories & orders supplies & materials needed; organizes &/or monitors extracurricular activities; researches, selects & recommends new teaching materials.  

**MAJOR WORKER CHARACTERISTICS:**  
Knowledge of teacher education designed for business education & assigned grade level; departmental policies & procedures concerning operations of educational program to include those for discipline &/or security*.  
Skill in operating equipment associated with business education & audio-visual equipment.  
Ability to assess educational needs of students & develop appropriate lesson plans & individualized assistance; prepare & maintain accurate & concise reports & records; gather, collate & classify information about data, people or things; establish good rapport with students & work cooperatively with other facility staff members.  

(*)Developed after employment.  

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**  
Current Teacher Certificate appropriate for business education & grade level to be assigned; Teacher 1, 71131, must also have baccalaureate degree or less; Teacher 2, 71132, must also have a baccalaureate degree & 20 additional quarter hrs. but less than master's degree; Teacher 3, 71133, must also have master's degree; Teacher 4, 71134, must also have master's degree & 30 hrs. of post-graduate study.  

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**  
Provisional certificate must be renewed in accordance to Section 3301-23-22 of Administrative Code.  

**UNUSUAL WORKING CONDITIONS:**  
May be exposed to dangerous residents; may be exposed to contagious diseases.