



# RIALTO UNIFIED SCHOOL DISTRICT

## Health Careers & Medical Terminology Instructor (ROP)

### Job Description

#### **DEFINITION**

Working under the direction of the Director, Alternative Education, will be responsible to teach the following ROP Medical Courses:

- ROP Emergency Medical Responder
- ROP Nursing Careers
- ROP Medical Terminology
- ROP Intro to Health Careers

Instructor will be responsible to plan, implement and evaluate learning activities in the ROP Health Careers and Medical Terminology Courses. Students will participate in training in first aide, CPR (Cardiopulmonary Resuscitation) and rescue practices. Oral and written communication skills, math and English Language Arts will be reinforced throughout the course. Teacher will include the practical application of skills, emergency responses and physical fitness. In the ROP Emergency Medical Responder (EMR) Course, teacher will provide training in basic knowledge and skills to take appropriate action in a medical emergency. Instruction includes occupational and personal safety; legal and ethical issues; anatomy and function of body systems; CPR & first aide; managing medical emergencies, incident command systems; and Community Emergency Responder Training (CERT). In addition, teacher will assist students in obtaining employment, participate in advisory meetings, keep accurate records and perform related duties as required.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Implement lessons to teach skills required for students to master competencies, including integration of academic skills. Competencies include proper equipment handling, terminology, identification, and patient preparation.
- Provide group and individual instruction using a variety of effective teaching strategies, aids and equipment.
- Assess students regularly, using a variety of measures, and provide consistent feedback to students on their progress and maintain accurate student records.
- Manage classroom in a manner conducive to learning.
- Develop lesson plans.
- Maintain student records, grades and attendance.
- Participate in advisory committee meetings.
- Perform related duties as assigned.

#### **QUALIFICATIONS**

##### **Knowledge of**

- Correct English usage, spelling, grammar and punctuation.
- Mathematical Computations, Weights and Measures.
- Instructional strategies.

##### **Ability to**

- Communicate effectively, both verbally and in writing.
- Establish and maintain effective relationships with persons contacted in the course of work.
- Prepare reports and maintain records.
- Understand and carry out oral and written instructions.

##### **Credentials and Experience**

- High School Diploma or equivalent.
- Appropriate Career Technical Education or Designated Subjects Credential or eligibility for appropriate credential.
- At least one year of the required work experience must be within the last five years or two years within the last ten years immediately preceding the issuance of the credential.

#### **PHYSICAL DEMANDS**

##### **Physical class:**

**Moderate lifting** - 40 pounds maximum with occasional lifting and/or carrying objects weighing up to 40 pounds.

##### **Work area requirements:**

Ability to use common school hand tools, computer, telephone and photocopy machine. Ability to traverse any part of the campus which would include asphalt, sidewalks and garden areas.

**Physical requirements:**

The time requirements are listed considering this wording and meaning:

Occasionally/low - up to 3 hours  
 Frequently/Medium - 3 to 6 hours  
 Constantly/High - 6 to 8 hours

Stooping:	Occasionally	Push/Pull:	Occasionally
Bending:	Occasionally	Carrying:	Occasionally
Lifting:	Occasionally	Standing:	Occasionally
Reaching:	Occasionally	Kneeling:	Occasionally
Handling:	Occasionally	Sitting:	0 or may sit 60 minutes a day
Crouching:	Occasionally	*Driving:	Must have ability to get to in-service meetings
Grasping:	Occasionally	Walking:	Frequently
Fingering:	Occasionally		

**\*Possession of a current California Driver’s license, a DMV printout and the ability to be covered by the company auto insurance is required.**

**Frequent motion:**

Twisting:	Frequently	Elbow flexion/extension:	Frequently
Wrist flexion:	Frequently	Reaching to shoulder level:	Occasionally
Forward shoulder/neck flexion:	Occasionally	Reaching below shoulder level:	Frequently
Reaching to above shoulder level:	Occasionally to put up classroom bulletin boards or decorations		

**Sensory requirements:**

Ability to see:	Constantly	Ability to smell:	Constantly
Ability to hear:	Constantly	Ability to touch:	Constantly
Ability to talk:	Constantly		

**Must be able to deal with these environmental considerations:**

Odor:	Not required	Heat:	Has own air conditioning/heating may break down
Humidity:	Yes, occasionally	Noise:	Must be able to work around “productive noise”
Moisture:	Not required	Floor may be slippery at times:	Yes, when painting
Fluorescent lights:	Yes, all day long	Working in close quarters with others:	Yes, all day long
Working inside:	95% of the day	Working outside:	5% of the day

**This job requires:**

Alertness:	Yes	The use of two hands:	Yes
Attention to detail:	Yes	Recall of names and dates:	Yes
Ability to work in temperatures down to 40 degrees and up to 110 degrees.			

**Ability to deal with psychological factors:**

Team work:	Yes	Must keep up with schedule:	High
Frustration:	Medium	Able to work overtime as needed:	High
Repetitive tasks:	Yes	Dealing with angry parents, students:	Yes
Level of responsibility:	High		

**Physiological factors:**

Orientation to time, place or person:	Yes	Must maintain a high level of consciousness:	Yes
Ability to read at 12 <sup>th</sup> grade level:	Yes	Ability to comprehend and follow directions:	Yes
Able to keep up a high activity level during the shift:	Yes		