

JOB DESCRIPTION – INSTRUCTOR VOCATIONAL SPECIAL NEEDS

Qualifications:

Certified or certifiable in Vocational Special Needs (Endorsement 865) or certified or certifiable in any CTE area and certified or certifiable in Special Education 7-12 (Endorsement 282).

Report to:

Superintendent/Director

Supervises:

Educational Technicians assigned to General Trades.

Primary Goal:

The General Trades Program is a employability training program designed for students with or without an IEP or 504 plan. This program will prepare students for employment in the community or placement in one of the other programs at Region Ten. Emphasis is placed on the development of attitudes, behaviors, and basic skills common to all trades.

Performance Responsibilities:

- 1) Organize and provide for a program of study that meets the abilities of all students, each with diverse interests and needs.
- 2) Initiate varied techniques to engage all students in an educational process, utilizing a multi-media approach and computer education when appropriate.
- 3) Maintain close contact with parents and community, through an active Advisory Committee.
- 4) Solicit and train qualified community members who desire to serve on the Advisory Committee, and to extend their service to volunteering.
- 5) Collaborate with instructors and educational technicians, and arrange visitations and orientations for General Trades students where appropriate.
- 6) Assist all General Trades students in job training and community service. Mentor and evaluate all student work sites and service placements.
- 7) Maintain strong safety standards in shop area and outside worksites. Freely solicit the services of educational technicians whenever supervision and safety is an issue.
- 8) Establish a consistent grading system with students involved in the grading process.
- 9) Attend Individual Educational Plan meetings and professional development workshops.
- 10) Complete additional duties/responsibilities as assigned by the Director.

Terms of employment: Twelve-month contract

Evaluation: By the Superintendent/Director or designated administrator.