

AMADOR COUNTY UNIFIED SCHOOL DISTRICT
CERTIFICATED/VOCATIONAL (CTE/ROP) CONTRACT TEACHER

JOB DESCRIPTION:

The Vocational (CTE/ROP) Teacher works under the direction of the School Principal and the Director of Career Technical Education & Program Development. The Vocational (CTE/ROP) Teacher provides instruction and support in a variety of instructional settings according to District and state approved career technical education courses of study and curriculum. The instructional settings may include Amador County Unified secondary schools and Amador County Unified adult education programs.

MAJOR DUTIES AND RESPONSIBILITIES:

- Teaches classes for Regional Occupational Programs/Career Technical Education in specific assigned subjects in order to provide vocational pathways for students.
- Evaluate student progress; prepare progress reports and report card grades as appropriate.
- Report accurate student daily attendance.
- Maintain a classroom environment appropriate and engaging for vocational education.
- Stay current with the latest vocational and trade updates for the assigned subjects.
- Develop, maintain, and implement lesson plans and present lessons with a clear structure.
- Collaborate with other teachers in order to integrate subject matter with academics.
- Provide vocational advice to students and staff for future job placements.
- Provide assessments of student job readiness.
- Assist in finding job placement for students who have been assessed as ready for job placement.
- Participate in professional development activities outside of regular teaching hours.
- Serve as an informational resource for students, parents, District personnel and community organizations; respond to inquiries and provide information, recommendations and interpretation of student records.
- Develop and maintain business and industry contacts.
- Coordinate and conduct various team meetings and implement team recommendations as assigned.
- Operate a variety of office and classroom equipment including a computer and assigned software.
- Perform related duties as assigned.

SKILLS/ABILITIES:

- Ability to instruct at different levels in order to meet student learning needs.
- Proficiency in one or more vocational sectors.
- Knowledge of content and pedagogy required for vocational/career technical education instruction.
- Ability to communicate clearly and effectively and coordinate well with peers, students, parents, and administrators.
- Strong reading and writing skills.
- Enthusiasm for learning and helping students achieve vocational goals.

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QUALIFICATIONS:

Education: High school education or passage of equivalency exam.

Credential: A California Credential that authorizes service in the specific subject or subjects named on the document in classes designated as technical, trade, or vocational, an assignment which commonly occurs in an ROP class setting (specific qualifying credentials are listed on page I-1 of the California Commission on Teacher Credentialing Administrator Assignment Manual). Alternatively, Title 5 §80004(c) clarifies that holders of Single Subject Teaching Credentials in specific single subject areas (agriculture, business, home economics, industrial arts, and industrial and technology education) are authorized to teach trade, technical, and vocational classes. The vocational courses assigned to the listed Single Subject teachers must fall within the authorized subjects on the teacher's credential (for example, a Single Subject Home Economics Teacher may teach ROP Culinary but not ROP Accounting).

Additional credential: Amador County Schools Board Policy requires all teachers to have an English Learner Authorization.

LICENSE:

A valid California Drivers' License and current proof of insurance may be required.

REQUIREMENTS:

TB Clearance
Department of Justice Fingerprint Clearance

PHYSICAL ABILITIES:

The employee must be able to:

- Possess dexterity of hands and fingers to operate a computer keyboard and adjust computer equipment with accommodations if necessary.
- Bend at the waist, kneel, or crouch. Sit or stand for extended periods of time. Climb a stool or ladder and reach above shoulders.

SALARY:

Amador County Unified School District Certificated/Vocational (CTE/ROP) Salary Schedule - 183 days

NOTE: Teachers that are hired for ROP courses are not probationary and do not earn tenure/permanent status except as provided in Education Code 44910. The standard classification of CTE/ROP teachers is Temporary.