

**CITIZEN ADVISORY COMMITTEES**

**Advisory Committee Functions and Responsibilities**

Advisory Committees are established in instructional areas where the advice and support of business, labor, and industry is necessary to maintain a high quality career-technical education program.

These committees assist the Baldy View Regional Occupational Program (ROP) staff in the development of career-technical education programs which are based on the needs of the area and which will prepare students for employment and advanced technical training and post secondary education. They recommend the specific skills needed as well as the technical information which should be taught in the courses offered. They also are important in disseminating information about the program to the community and in identifying resources (human, financial, in-kind, and internships) to support the ROP.

The committees act in an advisory capacity only. Responsibility for administration and implementation has been delegated to the Superintendent and staff.

The Advisory Committee shall:

1. Verify job market needs of a local or regional labor market.
2. Maintain an active role in assisting with placement of students by notifying the ROP of internship/employment opportunities.
3. Recommend competent personnel with appropriate experience as potential teachers.
4. Act as a liaison between the occupational field and the ROP career-technical education program.
5. Provide opportunity for employer input into an ROP career-technical education program.
6. Develop ways to promote the ROP program.
7. Serve as resource persons and help identify other community resources.
8. Advise in matters related to program activities, course content and the competencies needed.
9. Advise on instructional facilities and equipment.
10. Assist in long range program planning.