

## **ONTARIO-MONTCLAIR SCHOOL DISTRICT**

### **Career and Technical Education (CTE) Teacher**

#### **DEFINITION**

Under the direct supervision of the site administrator, the CTE Teacher will teach and prepare students for careers in various technical fields by providing hands-on, real-world instruction in specialized vocational areas. This role involves creating a positive learning environment, developing curriculum, delivering lessons, and providing guidance to help students acquire technical skills, industry knowledge, and job readiness for specific fields. OMSD is a learning organization therefore all educational partners share responsibility to educate all students and employ culturally appropriate and sustaining practices that support student learning.

#### **EXAMPLE OF DUTIES**

1. Develop, implement, and update course materials in accordance with state and district standards.
2. Deliver engaging and effective lessons in specialized industry sectors, pathways and specific occupation outcomes, such as arts, media, and entertainment; building and construction trades; business and finance; education, child development, and family services; engineering and architecture; health science and medical technology; hospitality, tourism, and recreation; information and communication technology; marketing, sales, and services, etc.
3. Use a variety of instructional methods, including hands-on training, demonstrations, and technology-based learning.
4. Maintain a safe, inclusive, and productive classroom environment.
5. Establish clear rules and expectations for student behavior, promoting respect and cooperation.
6. Assess student progress through exams, quizzes, projects, and practical applications.
7. Provide constructive feedback and individualized support to students.
8. Guide students through career exploration and job search strategies, including resume writing, interview preparation, and job shadowing.
9. Work collaboratively with other instructors, administrators, and community partners to enhance the CTE program.
10. Participate in professional development opportunities to stay current with industry trends and teaching methods.
11. Develop and maintain relationships with local businesses, industries, and community organizations to offer students internships, apprenticeships, or job placement opportunities.
12. Keep up-to-date with industry standards, certifications, and regulations relevant to the CTE program.
13. Ensure students adhere to safety protocols and guidelines specific to each trade or technical area.

14. Maintain accurate records of student progress, attendance, and certification achievements.

## **OTHER QUALIFICATIONS**

1. Strong communication and interpersonal skills to effectively engage with students and colleagues.
2. Ability to design and implement hands-on learning experiences.
3. Familiarity with modern educational technologies and classroom management tools.
4. Ability to adapt teaching strategies to meet diverse student needs.

## **CREDENTIAL**

Appropriate Career Technical Education (CTE) Credential and English Learner authorization.

## **EDUCATION**

Bachelor's degree or equivalent in education, career and technical education, or related field.

## **EXPERIENCE**

Three (3) years of work experience directly related to the industry sector preferred; K-8 Classroom teaching experience preferred.

## **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, and use hands to finger, handle, or feel objects, tools, or controls. The employee is occasionally required to sit and reach with hands and arms.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 10 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

Board Approved: December 19, 2024