



ALHAMBRA

UNIFIED SCHOOL DISTRICT

HUMAN RESOURCES DIVISION

1515 WEST MISSION ROAD, ALHAMBRA, CA 91803

Anna Kuo, Assistant Superintendent, Human Resources

Stacie Colman-Hsu, Director, Human Resources

(626) 943-3060

(Fax) (626) 943-8051

www.ausd.us

(626) 943-3070

POSITION: CAREER TECHNICAL EDUCATION (CTE) Building & Construction Teacher (Woodworking Technology Teacher)

POSITION DESCRIPTION

Introduce high school students to Woodworking related careers following Alhambra Unified School District curriculum including career essentials, career opportunities in the Building & Construction Trades, communication skills, orientation and introduction, Introductory to Advanced level Woodworking, and product development.

ESSENTIAL RESPONSIBILITIES

- Prepare students for careers in Building & Construction; basic woodworking skills through both classroom instruction and supervised hands-on experience.
- Create and implement lesson plans and provide career exploration activities for students in woodworking-related fields
- Work cooperatively with various entities to include industry representatives
- Act as role model for students
- Assess and evaluate student performance and programs
- Prepare reports (e.g. attendance records, student evaluation, credit and grade system)
- Interface with local community colleges and post-secondary education institutions for aligning of curriculums and establishing/maintaining/articulation agreements
- Provide support and participate with the Career Technical Student Organizations and their respective activities
- Attend meetings, seminars or conferences to keep up to date with the latest labor market trends, industry requirements and post-secondary opportunities that are related to Building & Construction Trades Industry e.g. advisory meetings, professional development, trainings/meetings
- Facilitate/develop internship/volunteer opportunities, as needed, for placement and oversight of Woodworking students
- Communicates with staff, students and administration
- Maintains a classroom environment and equipment which is conducive to learning
- Travel to multiple sites both within Alhambra Unified and to sites throughout Los Angeles County. Must be able to furnish own transportation
- Performs related duties and responsibilities as assigned

Eligibility

Minimum Qualifications:

- Must have or willing to apply for a current California Designated Subject Teaching Credential authorizing teaching for Building and Construction Trades or Single Subject Credential in Industrial Arts or Industrial Technology Education
- Must have knowledge of use, care, and safe operation of Woodworking (i.e. tools, machines and equipment).

Desirable Qualifications

- At least 3 years of related experience
- Possesses effective skills in lesson planning and classroom management
- Strong interpersonal skills
- Ability to communicate with and relate to multi-ethnic community
- Demonstrated ability to be a creative leader
- Bilingual- Spanish, Cantonese, Mandarin or Vietnamese candidates are encouraged to apply

Working Hours & Salary

- 8 hrs. per day/ 5 days per week
- \$57,006-\$81,149 annually based on training and experience
- School year

PHYSICAL REQUIREMENT

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

- Mental acuity to manage identified programs, interpret and implement rules and policies and other printed policy decisions, evaluate results and make determinations relative to effective performance of the tasks.
- Facility to sit at a desk, conference table or in meeting rooms of various configurations for extended periods of time.
- Facility to hear and understand speech at normal room levels and to hear and understand speech on the telephone.
- Manual dexterity to dial a telephone and enter data into a computer using both hands.
- Facility to speak in audible tones so that others may understand clearly in normal conversations, in training sessions, other meetings and on the telephone.
- Physical ability to lift up to 25 pounds to shoulder height, up to 50 pounds to waist height and to bend, stoop, walk and reach overhead.
- Ability to drive a car.

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job.

APPLICATION PROCEDURE

- Apply at www.edjoin.org and attach all support materials (professional references, cover, letter, resume, transcripts and a copy of appropriate credentials) or secure application from the Alhambra School District's Human Resources Division at (626) 943-3060
- If mailing application, submit completed application and supporting materials to:

Anna Kuo
Assistant Superintendent-Human Resources Division
1515 West Mission Road
Alhambra, California 91803