

# RIALTO UNIFIED SCHOOL DISTRICT

- " Monitor the implementation of the 11 Essential Elements of High Quality CTE programs.
- " Assist district and site staff in developing and strengthening CTE pathways.
- " Support the recruitment of students into CTE pathways, and assist with establishing and maintaining high-functioning Career Technical Student Organizations (CTSOs).
- " Assist with the development, recruitment, and maintenance of appropriate Advisory Boards for each CTE industry sector, and establish and maintain collaborative relationships with industry partners and post-secondary institutions to inform curriculum and program development.
- " Direct the development, implementation, articulation, and evaluation of the District's Pre-K-12 Inquiry-Based Learning (IBL) Programs.
- " Support the development of cumulative, sequential and culturally relevant IBL programs that ensure all students have access to quality instruction consistent with the Common Core State Standards (CCSS).
- " Collaborate with teachers to plan and produce District-wide showcases and special events designed to promote CTE and IBL programs.
- " Provide input into and manage a District-wide budget plan for IBL program initiatives, maintaining records to track and monitor internal and external resources.
- " Develop a communication plan to garner and sustain external community support for CTE and IBL programs
- " Attend Board of Education meetings.
- " Perform additional duties and responsibilities as delegated by the Superintendent or Lead Innovation Agent.

#### QUALIFICATIONS

Knowledge of: Principles, practices and trends in the field of education; Role of technology in innovative educational

Supervision

Responsible to: Lead Innovation Agent

Responsible for: Assigned certificated and classified personnel

PHYSICAL DEMANDS

Physical class:

Moderate lifting - 50 pounds maximum with occasional lifting and/or carrying objects weighing up to 25 pounds.

Work area requirements:

Ability to traverse any part of 40 acres, including construction site, campuses, fields, and concrete/asphalt areas; ability to use common school hand tools, computer, telephone and photocopy machine.

Physical requirements:

The time requirements are listed considering this wording and meaning:

Occasionally/low - up to 3 hours

Floor may be slippery at times: Tiled areas  
Working in close quarters with others: Yes, all the time  
Working inside: 95% of the day  
Working outside: 5% of the day

This job requires:

Alertness: Constantly  
Attention to detail: Constantly  
The use of two hands: Constantly  
Recall of names and dates: Constantly  
Ability to work in temperatures down to 30 degrees and up to 105 degrees.

Ability to deal with psychological factors:

Team work: Constantly  
Frustration: Moderate - depends on the time of year  
Repetitive tasks: Yes, signature