



K-12 Lead: Strong Workforce Program

DESCRIPTION OF POSITION: Under the direction of the LUSD Director of Secondary Education, the K12 Lead: Strong Workforce Program (SWP) will plan, coordinate, organize and support the operations and activities of the K14 CTE programs for their assigned community college district and Collaborative partner school districts.

This position will be primarily housed in Lynwood Unified School District and will provide coordination services to all K-12 school districts in their assigned college district (Compton College and Long Beach City College).

The K12 Lead: SWP seeks to improve the performance of the K14 CTE programs within her/his service area as measured by the CTEIG, K-12 SWP Metrics and guided by the K14 Pathway Quality Rubric. This is done through: providing direct support to, and helping to link and align the program development efforts funded by CTEIG, K-12 SWP and Community College Strong Workforce Program investments in the service area; through drawing attention to and engagement with labor market and program performance information and the region's workforce development plan; and through coordination with other regional key talent including the K-14 TAP, Regional Directors for Employer Engagement, the Centers of Excellence, Guided Pathway Regional Coordinators, and the Regional Consortium.

REQUIRED QUALIFICATIONS:

- California Single Subject Credential or Multiple Subjects Credential or Career Technical Education Certificate or Pupil Personnel Services credential.
- Three years of successful teaching experience demonstrating site instructional leadership roles.
- Experience at the high school level
- Appropriate certification to teach English Language Learners (CLAD, BCLAD, SB1969 certificate, BCC or LDS certificate).
- Experience using computer software for word processing, spreadsheets, databases and presentations
- Communicate clearly, concisely and effectively with industry, faculty, staff, students, outside agencies and the public

DESIRABLE QUALIFICATIONS:

- Understand K12 and Community College Career Technical Education systems and practices
- Understand principles and practices of grant project management.
- Experience in CTE Advisory role working collaboratively with industry, faculty, staff, students and public
- Experience in data management for career exploration and labor market information.
- Experience in student advisement, public speaking, workshop development and group facilitation

SALARY AND WORK YEAR: The assignment is 185 days work year. Salary range \$51,609 - \$100,422 annually.

APPLICATION PROCEDURES: Submission of the application and other documents is the responsibility of the applicant.

- Completed certificated application via www.edjoin.org
- Letter of Intent
- Current resume summarizing educational preparation and experience.
- Three (3) current letters from present and/or past supervisors (dated within 1 year)
- Copy of credential(s)
- CBEST scores
- CSET scores
- T.B. Clearance (upon hiring)
- Finger Prints (upon hiring)
- Valid California Driver's License

Minimum required objectives and activities:

- Act as a point of contact for and work with high school and community college CTE programs, Regional Directors for Employer Engagement, the Centers of Excellence and other workforce development stakeholders to effectively and efficiently engage employers and industry representatives with the intent of building and strengthening K14 pathways that respond to industry needs and facilitating industry connections with K–14 career technical education programs.
- Provide technical assistance to inform the development and implementation of CTE curriculum.
- Support faculty collaboration to ensure sequential CTE courses align with regional post-secondary pathways. Facilitate the use of data to identify existing pathways and gaps among K12 and community colleges and help make recommendations for furthering pathway development.
- Inform and support the development and implementation of college and career exploration.
- Liaise with LEAs to ensure college and career exploration are embedded within CTE courses.
- Support postsecondary transitions and completion.
- Encourage and facilitate the intersegmental work between LEAs and Community Colleges.
- Provide technical assistance to inform the development of work-based learning opportunities.
- Provide support for CTE faculty at the high school campuses and build connections with academic deans at the community colleges
- Keep abreast of educational and student support programs to provide accurate and timely information about the college
- Facilitate the use of data to identify existing pathways and gaps among K12 feeder districts and help make recommendations for furthering pathway development
- Collaborate with colleges and school districts to develop and monitor appropriate tracking tools to measure student success
- Participate in relevant CTE advisory committee meetings
- Assist in facilitating collaboration between high school and community college CTE faculty
- Plan and implement training and professional development for local districts and schools
- Participate in on/off campus student outreach and recruitment activities in coordination with the community colleges related to the K-14 career pathways
- Encourage high-quality implementation and expansion of early college credit in coordination with dual enrollment administrators
- Engage local support from industry and local workforce development agencies for implementation of CTEIG and K12 Strong Workforce Program to promote relevance and value of education pathways for students' career preparation
- Travel to off-campus functions and transport presentation materials and equipment
- Perform all other duties as assigned.

Closing Date: Open Until Filled.**EQUAL OPPORTUNITY EMPLOYER:**

This school district does not discriminate on the basis of race, ethnicity, national origin or nationality, age, ancestry, color, actual or perceived, religion, political affiliation, gender, gender identity or expression, mental or physical disability, sexual orientation, or any other basis protected by federal law, ordinance or regulation, in its educational program(s), recruitment process, application acceptance, testing, selection, and hiring process and employment.

Please contact the Director of Certificated Personnel in the Human Resources Division, at (310) 886-1490, 11321 Bullis Road, Lynwood, CA 90262, for any equal right or opportunity concerns or complaints for the certificated employment throughout the application, testing, hiring, or employment process.

SEXUAL HARASSMENT PREVENTION:

LUSD prohibits harassment on the basis of sex. Any individual who believes they have been subjected to sexual harassment should contact LUSD's Title IX Coordinator, Nancy Hipolito, Director of Certificated Personnel in the Human Resources Division, 11321 Bullis Road, Lynwood, CA. 90262, at (310) 886-1490. Sexual harassment is defined as unwelcome sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting. Please reference Education Code section 212.5 for further information on this topic. Incidents of sexual harassment impacting certificated recruitment, testing, hiring, or employment, may also be reported to the Director of Certificated Personnel in the Human Resources Division, at (310) 886-1490.

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