

Solano County
Office of Education

JOB TITLE: ROP Instructor

PRIMARY FUNCTION

Provides career education and training in the subject area being taught. The instruction will be designed to provide skills to enable the students to enter the job market at various levels.

DIRECTLY RESPONSIBLE TO

Director, ROP

MINIMUM QUALIFICATIONS

Valid California teaching credential authorizing instruction in the occupation listed.

EXAMPLES OF DUTIES

- Prepares and provides competency-based instruction and hands-on activities for each student.
- Develops intern sites for students.
- Monitors internship according to state mandates.
- Organizes and meets with subject area advisory committees at least annually.
- Keeps records and prepares reports, including attendance reports and certificates as required.
- Assists administration in updating course outlines every other year.
- Performs other duties as assigned within the scope of ROP Instructor.

PHYSICAL ACTIVITY REQUIREMENTS

Work Position (Percentage of Time):

Standing (70%)

Walking (25%)

Sitting (5%)

Body Movement (Frequency):

None (0) Limited (1) Occasional (2) Frequent (3) Very Frequent (4)

Lifting – lbs. (0-40)

Lifting (2-4)

Bending (2-3)

Pushing and/or
Pulling Loads (2-4)

Reaching
Overhead (2-3)

Kneeling or
Squatting (2-4)

Climbing Stairs (2)

Climbing Ladders (2)

Revised 4/11/01
ROP Instructor