

PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA

PCSB: 2300
Instructional

FLSA: Non-Exempt

RESOURCE TEACHER (Industry Services Training Program)
REPORTS TO: Director, Pinellas Technical College
SUPERVISES: N/A
QUALIFICATIONS: Bachelor's degree from an accredited college or university. Holds, or is eligible for a Florida Educator Certificate for the level and subject area in which he/she is to work.
MAJOR FUNCTION
To develop training programs for local business, industry, and other agencies.
ESSENTIAL RESPONSIBILITIES
<ul style="list-style-type: none">• Reports to Director, Pinellas Technical College• Administers the Industry Services Training Program throughout Pinellas County• Maintains liaison between appropriate school personnel, industry personnel and other agencies• Establishes and maintains an ongoing survey of industry and business training needs• Maintains coordination between Pinellas Economic Development Council and Pinellas Technical College• Coordinates research and development of programs for new and emerging industries• Facilitates writing and editing of course material and curriculum guides for specific industries• Maintains ongoing study of community labor needs and coordinates with Florida Employment Service, Career Source Tampa Bay, and industry• Acquaints new instructors with their duties and responsibilities• Performs follow-up studies of completed industry services classes• Recommends appropriate instructor or program changes based on observations and other evaluative procedures• Promotes industry services program to advisory committees, industry, and other groups• Keeps abreast of educational training trends and developments in industry services• Serves as an effective public relations link between industry and Pinellas Technical College• Observes school-based and onsite industry services training programs• Establishes liaison with local Chambers of Commerce, Career Source Tampa Bay, County Department of Economic Opportunity, and service organizations in the community• Develops public relations material such as audiovisual presentations, folders, brochures, and annual reports• Works to secure grant funds to support current programs• Performs other related work as required
TERMS OF EMPLOYEMENT
<p><i>Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be established by the District.</i></p> <p><i>Performance of the job will be evaluated in accordance with provisions of the School Board's policy on evaluation of personnel.</i></p> <p><i>The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.</i></p>

RESOURCE TEACHER (INDUSTRY SERVICES TRAINING PROGRAM)

HISTORY OF JOB CLASSIFICATION

ISSUED: 2/26/91; FORMAT REVISED: 9/04 LMCK; REVISED WC: 2/22/06 LMCK; REVISED TITLE, ER 01/05/15 CH; BOARD APPROVED: 01/27/15

RESOURCE TEACHER (INDUSTRY SERVICES TRAINING PROGRAM)

WORKING CONDITIONS & PHYSICAL EFFORT:	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds				X	
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds				X	
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time	X				
12. Stooping and bending		X			
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects		X			
19. Proofreading and checking documents for accuracy					X
20. Using a computer to enter and transform words or data					X
21. Using various technology tools					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van	X				
27. Other physical, mental or visual ability required by the job	X				