

## SANTA CLARA COUNTY OFFICE OF EDUCATION

### **CLASS TITLE: TEACHER–CTE CULINARY ARTS (FOOD SERVICE AND HOSPITALITY)**

#### **General Description**

Under the direct supervision of the Director/Principal-Alternative Education, teaches entry-level career technical skills to student's age 12 years to adults. This high school teaching position in Culinary Arts, is a Career and Technical Education (CTE) program. The Culinary Arts Program is a series of prescribed courses for grades 6-8 (middle school years) and 9-12 that provides a strong foundation in the culinary industry. Culinary Arts delivers industry-based instruction that develops student competencies leading to post-secondary education or entry-level back of the house or front of the house employment. Students may be eligible to obtain certifications and internships in many of the areas of Culinary Arts.

#### **Certification and Education**

Must qualify for a Career Technical Education Teaching Credential authorizing teaching in the subject area;

Current California Food Service Sanitation Instructor Certificate preferred;

American Culinary Federation (ACF) Certified Culinarian preferred;

Multiple Subject Credential and/or Single Subject preferred;

Special Education Credential Mild/Moderate preferred

#### **Knowledge, Abilities and Experience**

Demonstrated knowledge and experience in teaching students in need of vocational education; knowledge of and ability to implement the intent of federal and state mandates for career technical education in a classroom setting; ability to communicate successfully with students, parents and staff; excellent planning, organization, written and verbal communication skills; high-level problem-solving skills; computer literacy and familiarity with Microsoft Office Suite; team and detail oriented.

#### **REPRESENTATIVE DUTIES:**

##### **ESSENTIAL DUTIES:**

Develops and implements curriculum suited to the education and training of students for entry-level positions; stays up-to-date with current practices in business and/or industry and makes certain that the curriculum is kept updated to reflect all changes; trains students for entry-level positions following the approved curriculum; teaches the skills necessary for job readiness, including how to locate jobs, prepare resumes, and how to successfully interview; performs evaluations of students based on skill proficiencies that directly follow the current curriculum; assigns grades that reflect the level of readiness achieved by students; keeps accurate records of student attendance; works with students to help them develop a strong work ethic; and supervises students at all times.

The Food Service and Hospitality Teacher will focus instruction on key aspects of the industry including:

- the basic principles of sanitation and safe food handling;
- the basics in food service and hospitality management;
- the basics of food preparation, safety, and sanitation in professional and institutional kitchens;
- the basics in food nutritional concepts in meal planning and food preparation;
- the basics of hospitality and the overall industry sector;

- the basics of restaurant management;
- the basics of food catering and management;
- the basics of event planning and management.

**RESPONSIBILITIES:**

Provide rigorous and relevant instruction on pre-approved hands-on curriculum in the content area and general work-place readiness; develops Standards-based scope and sequence of course Introduction Concentrator Capstone.

Integrate soft-skill instruction into competency-based content area activities.

Support students in industry relevant competitions, industry exploration activities, professional organizations and postsecondary initiatives.

Show evidence of project-based learning (e.g., competitions, capstone events, etc.)

Collaborate with core content teachers on common course planning, integration and alignment.

Collaborate with school-based staff and CTE colleagues to identify and recommend work-ready students.

Attend all relevant professional development set by the Department in order to provide the best educational experience possible for students. Examples include:

- Quarterly industry-focused professional development sessions
- Industry advisory council meetings
- Monthly Curriculum meetings
- Summer Institute sessions

Maintain and update industry certifications as required by the California Department of Education.

**OTHER RELATED DUTIES:**

Follows the approved guidelines in order to properly supervise students; develops community classroom sites according to state guidelines; at least once a year arranges to meet with advisory committee to evaluate the program standing and make recommendations for program improvement; attends all faculty meetings and in-service workshops; performs other related duties as assigned by the Director/Principal and mutually agreed upon.

**Working Conditions**

Working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Variations in conditions may occur under certain circumstances.

**Physical Demands**

Incumbents stand and sit for long periods of time; walk short distances on a regular basis; use hands and fingers to operate a computer keyboard or other office equipment; reach with hands and arms; stoop,

kneel, or crouch; speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voice over telephone and in person; and move and transport materials weighing up to 20 pounds.

**Environment**

Specialized classroom environment that relates to CTE content; may include, but not limited to, classroom setting, production kitchens, and restaurant laboratory.

Approved: Anisha Munshi 3/27/19  
Anisha Munshi, Ed.D. Date  
Assistant Superintendent-Personnel Services

Revised 3/27/19: ROP changed to CTE