

SANTA CLARA COUNTY OFFICE OF EDUCATION

CLASS TITLE: MANAGER-WORK BASED LEARNING (GRANT FUNDED)

BASIC FUNCTION:

Under the direction of the CTE Coordinator, the Manager will coordinate and implement CTE programs and activities within the K-12 schools and districts. This position will work within the college and career readiness structure and system of support for Santa Clara County districts and work with eligible

Coordinator in planning, organizing, coordinating and implementing CTE within the K-12 schools including related college and career readiness initiatives. This position will work within the college and career readiness structure and system of support for Santa Clara County districts and work with eligible

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

Basic elements of systems of support including management

[REDACTED]

WORKING CONDITIONS

ENVIRONMENT

Office environment^{SEP}

Driving a vehicle to conduct work

PHYSICAL DEMANDS

Hearing and speaking to exchange information and make presentations;

Dexterity of hands and fingers to operate a computer keyboard;

Seeing to read a variety of materials

Aisha Husli

6/3/2020

Assistant Superintendent-Personnel Services

Authorized:

Mary Ann Dewan
Mary Ann Dewan, Ph.D.
County Superintendent of Schools

5/27/2020
Date