

**MORENO VALLEY UNIFIED SCHOOL DISTRICT**  
**Human Resources Division**

**I. Position Title:** Manufacturing, Logistics and Product Development Teacher

**II. Position Definition:** Instructs students in the assigned areas of industry specific training and career development; to teach students entry-level employment skills for a career in manufacturing, logistics, product development, CNC programming and operations and robotics. To instruct in safety, manufacturing technology, CNC and robot training.

**III. Responsibilities:**

- Schedule and deliver lesson plans
- Implement State District standards
- Establish appropriate learning goals and objectives
- Establish criteria and evaluate student's progress
- Use basic job-related equipment
- Instruct students in manufacturing and logistics and related technical areas and career development skills
- Effectively communicate orally and in writing
- Guide and advise students regarding assigned technical and career areas
- Establish and maintain effective work relationships with those contacted in the performance of duties
- Develop and maintain a variety of administrative records
- Prepare periodic and special reports
- Provide guidance to students in appropriate entry-level job skills
- Assist students in obtaining employment
- Participate in Career Technical Student Organization with students
- Facilitate business advisory meetings

**IV. Authority Relationship**

**Title of Direct Supervisor:** School Site Principal

**IV. Specific Qualifications:**

Knowledge of:

The business of manufacturing, logistics and product development, the global supply chain and related areas; effective instructional practices and techniques; effective student supervision, motivation and discipline techniques; effective student testing, evaluation methods and techniques; appropriate curriculum and instructional materials for assigned subject area; career planning and management; health, safety, ethics and legal responsibilities related to the position; leadership and teamwork; coursework in marketing concepts and strategies; communication skills; technology related to assignment; customer service skills and techniques.

Ability to:

Effectively and efficiently plan, organize and implement State and District standards; provide support, assistance, and expertise in resolving unforeseen or unusual problems, communicate effectively in oral and written form; establish and maintain effective organizational, community and public relationships.

**V. Minimum Qualifications:**

Experience: Three (3) years of work experience in technical skills, trade or career. One of the three years of required experience must be within the last five (5) years, or two years within the last ten (10) years

Education: Major or minor in the educational area of instruction

Credentials: Career Technical Education credential in Manufacturing and Product Development. Single Subject Credential in Physical Science or single subject credential in Physics.

Other: Valid Driver's License

**V. Working Conditions:**

Environment:

- School site environment
- Daily contact and use of computers and manufacturing equipment
- Subject to frequent interruptions and daily contact with parents, students staff and public

Physical Abilities:

- Occasional bending at the waist and stooping
- Occasional carrying, pushing, pulling, or lifting up to 20 pounds
- Dexterity of hands and fingers to operate standard office equipment
- Hearing and speaking to exchange information in person and on the telephone
- Occasional reaching overhead, above the shoulders, and horizontally
- Visual ability to read, prepare/process documents and small figures
- Sitting and/or standing for extended periods of time
- Mobility

Hazards:

- Extended viewing of computer monitor
- Working with and around office and or manufacturing equipment with moving parts

Board Approved: June 14, 2016

Acknowledged: May 31, 2016