



JOB TITLE	DEPARTMENT	REPORTS TO
Teacher on Special Assignment, Equity Grant (Grant Funded)	Curriculum	Director, Career and Technology Education

Position No: 63012	Length of Work Year: 11 or 12 Months
Salary Schedule: IN11, IN12	Date Approved: 8/26/97
FSLA: Exempt	Date Revised: 5/31/16; 9/6/18; 10/31/18; 5/13/24; 6/11/24

JOB GOAL
To coordinate and implement comprehensive Gender Equity Awareness Program for St. Lucie Public Schools.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> 1. Bachelor's degree or higher. 2. Valid Florida Teaching Certificate or District Vocational Certificate. 3. Minimum of three (3) years teaching experience at the secondary level or related experience in Industry or Education. 4. Knowledge of vocational education programs. 5. Occupational counseling experience helpful. 6. Ability to communicate effectively. 7. Ability to perform the functions of the position.

DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> 1. To plan, develop and implement a comprehensive gender equity awareness program for students and staff. 2. To plan and facilitate professional learning seminars for staff, teachers and students related to career preparation. 3. To counsel with targeted students to provide an awareness of non-traditional career opportunities. 4. To coordinate students participating in the Expanding Horizons Programs. 5. To develop equity awareness modules for classroom use. 6. To coordinate the school district's gender equity program with the equity awareness program provided by Indian River State College. 7. To establish and effectively utilize a Gender Equity Advisory Board. 8. To assist in the management of the Carl Perkins, Section 222 Grant and the related budget. 9. To assist in the preparation of required local, state and national reports related to the Carl Perkins Vocational Federal Grant. 10. To keep abreast of grant opportunities and assist in the writing of grants, proposals and entitlements related to career and technical initiatives. 11. To perform assigned tasks in a timely and efficient manner. 12. To perform assigned tasks with a high standard of quality. 13. To perform other responsibilities assigned by the supervisor.

PHYSICAL DEMAND CLASS:
Sedentary Light (SL) - Occasional lifting and carrying of objects weighing 10 pounds or less. Infrequent lifting and carrying of objects weighing 11-20 pounds. Occasional walking and/or standing may be required.