SUMMARY
Under direction provides technical and instructional support to technology education programs with emphasis on safety, equipment operation and shop practices.

DUTIES
Under direction:
- Supports student learning
- Maintains a safe, orderly instructional environment
- Demonstrates basic shop skills and safe operation of tools and equipment
- Assists the teacher in planning for instruction, monitoring, evaluating and reporting student progress
- Assists students to develop technological literacy and positive lifelong learning patterns
- Inventories and maintains tools and equipment in a safe and serviceable condition
- Researches, collects and orders materials for instruction
- Uses WHMIS
- Performs other assigned comparable duties which are within the area of knowledge and skills required by the job description.

QUALIFICATIONS
- Grade 12
- Three years’ experience in related fields (e.g. construction, metal, electronics, computer-aided drafting)
- Two years’ experience working with adolescents in a school environment
- Ability to communicate information effectively
- Valid First Aid Certification w/CPR
- Current knowledge of technology education equipment
- Experience working with WHMIS and WCB safety procedures
- Current knowledge of career paths related to technology trades
- Documented evidence of exemplary interpersonal skills and ability to work as a team member
Or an equivalent combination of training and experience

RELATIONSHIPS
- Responsible to principal

APPROVED
On behalf of: School District #64 (Gulf Islands)  
On behalf of: CUPE Local 788

Original signed by: Original signed by:
Rod Scotvold Larry Melious
Secretary Treasurer President
November 25, 2015 November 25, 2015

Classification: Paraprofessional V
JJEC approved date: October 15, 2015