



RIALTO UNIFIED SCHOOL DISTRICT

Bakery Occupations Instructor (ROP) Job Description

DEFINITION

Working under the direction of the Director, Alternative Education, will be responsible to acquaint students with all aspects of commercial baking. Skills will be acquired using recipes/formulas and baking ingredients to prepare breads, pastries, and other baked goods for distribution and sales. This course will prepare students for employment as a cake baker, cake decorator or baker's helper. Students will learn decorating skills such as roses, borders and etc.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Implement lessons to teach skills required for students to master competencies, including integration of academic skills. Competencies include proper equipment handling, product identification, terminology, and baking and pastry preparation.
- Provide group and individual instruction using a variety of effective teaching strategies, aids and equipment.
- Assess students regularly, using a variety of measures, and provide consistent feedback to students on their progress and maintain accurate student records.
- Extend student learning using industry resources such as field trips and guest speakers.
- Manage classroom in a manner conducive to learning.
- Assist in curriculum development and/or revision.
- Develop lesson plans.
- Maintain student records, grades and attendance.
- Participate in advisory committee meetings.
- Perform related duties as assigned.

QUALIFICATIONS

Knowledge of

- Correct English usage, spelling, grammar and punctuation.
- Mathematical Computations, Weights and Measures.
- Instructional strategies.

Ability to

- Communicate effectively, both verbally and in writing.
- Establish and maintain effective relationships with persons contacted in the course of work.
- Prepare reports and maintain records.
- Understand and carry out oral and written instructions.

QUALIFICATIONS

Credentials and Experience:

- High School Diploma or equivalent.
- Appropriate Career Technical Education or Designated Subjects Credential or eligibility for appropriate credential.
- For verification of eligibility, the following must be submitted with the application:
 - Verify three years of work experience directly related to each subject. One year equals 1,000 clock hours.
 - May substitute 48 semester units of postsecondary vocational coursework related to the subject for a maximum of two of the three years of work experience. Additionally, one of the following may be used as one year of work experience toward meeting the three years of required experience:
 - Possession of an advanced industry certificate related to the industry sector to be named on the preliminary credential, as determined by a Commission-approved CTE program sponsor.
 - One year of full-time general education teaching experience providing instructional services in preschool or grades K-12 earned in a public or private school of equivalent status.
- Experience and knowledge in advance culinary arts, basic and advanced baking techniques: pastry production, breads, chocolates and desserts
- At least one year of the required work experience must be within the last five years or two years within the last ten years immediately preceding the issuance of the credential

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Physical class:

Moderate lifting - 40 pounds maximum with occasional lifting and/or carrying objects weighing up to 40 pounds.

Work area requirements:

Culinary Kitchen area, regular classroom, parking lot, and possibly field trips. Ability to use common school hand tools, computer, telephone and photocopy machine. Ability to traverse any part of the campus which would include asphalt, sidewalks and garden areas.

Physical requirements:

The time requirements are listed considering this wording and meaning:

Occasionally/low - up to 3 hours
 Frequently/Medium - 3 to 6 hours
 Constantly/High - 6 to 8 hours

Stooping:	Occasionally	Push/Pull:	Occasionally
Bending:	Occasionally	Carrying:	Frequently
Lifting:	Occasionally	Standing:	Frequently
Reaching:	Occasionally	Kneeling:	Not required
Handling:	Frequently	Sitting:	0 or may sit 60 minutes a day
Crouching:	Occasionally	*Driving:	Must have ability to get to in-service meetings
Grasping:	Frequently	Walking:	Frequently
Fingering:	Frequently		

**Possession of a current California Driver’s license, a DMV printout and the ability to be covered by the company auto insurance is required.*

Frequent motion:

Twisting:	Frequently	Elbow flexion/extension:	Frequently
Wrist flexion:	Frequently	Reaching to shoulder level:	Occasionally
Forward shoulder/neck flexion:	Occasionally	Reaching below shoulder level:	Frequently
Reaching to above shoulder level:	Occasionally to put up classroom bulletin boards or decorations		

Sensory requirements:

Ability to see:	Constantly	Ability to smell:	Constantly
Ability to hear:	Constantly	Ability to touch:	Constantly
Ability to talk:	Constantly		

Must be able to deal with these environmental considerations:

Odor:	Not required	Heat:	Has own air conditioning/heating may break down
Humidity:	Yes, occasionally	Noise:	Must be able to work around “productive noise”
Moisture:	Not required	Floor may be slippery at times:	Yes, when painting
Fluorescent lights:	Yes, all day long	Working in close quarters with others:	Yes, all day long
Working inside:	95% of the day	Working outside:	5% of the day

This job requires:

Alertness:	Yes	The use of two hands:	Yes
Attention to detail:	Yes	Recall of names and dates:	Yes
Ability to work in temperatures down to 40 degrees and up to 110 degrees.			

Ability to deal with psychological factors:

Team work:	Yes	Must keep up with schedule:	High
Frustration:	Medium	Able to work overtime as needed:	High
Repetitive tasks:	Yes	Dealing with angry parents, students:	Yes
Level of responsibility:	High		

Physiological factors:

Orientation to time, place or person:	Yes	Must maintain a high level of consciousness:	Yes
Ability to read at 12 th grade level:	Yes	Ability to comprehend and follow directions:	Yes
Able to keep up a high activity level during the shift:	Yes		