The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

EXAMINATION BASE

DEPARTMENTAL FOR:

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)

WHO SHOULD APPLY

Applicants who meet the minimum qualifications as stated below.

NOTE: Candidates may test for this classification once in a 12-month period. Candidates who participated in the previous examination administration within the last 12 months regardless of the final examination results, cannot participate in this examination administration.

HOW TO APPLY

Submit Qualifications Assessment

By mail to: or In person at:

Department of Corrections and Rehabilitation
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001

Department of Corrections and Rehabilitation
1515 S Street
Sacramento, CA 95811-7243

Attn: Office of Workforce Planning, 101N

If you are personally delivering your Qualifications Assessment, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the street address listed above.

The Qualifications Assessments for the Teacher, Emotionally/Learning Handicapped, CF examination is available from the CDCR website at: http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Education/SA/TeacherELHCFQA-O-C.pdf or in person at the street address listed above.

NOTE: Only Qualifications Assessments with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS

Qualifications Assessments will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

TEST DATE

To learn more about examination date(s), contact the Office of Workforce Planning at (916) 322-2545.

SALARY RANGE(S)

As of: October 13, 2017

Alternate Range 7 (Alternate Range Criteria 011):

$5,067.33 - $10,192.78

A "9/12," "10/12" or 11/12" pay plan may be available to the employee who elects to be employed under this plan, with the hiring facility. An employee who elects to be employed under the "9/12," "10/12" or "11/12" pay plan receives the salary during a 9-month, 10-month or 11-month work year in 12 monthly installments. Further information regarding the plan will be available at the time of hire.

MINIMUM QUALIFICATIONS

All applicants must possess a valid California Teaching Credential issued by the California Commission on Teacher Credentialing. Applicants who do not possess the required credential or one of equivalent authorization may take the examination but must have on file with the California Commission on Teacher Credentialing an application for an appropriate credential. At the time of application for the examination, applicants must present written verification that the appropriate listed credential or its equivalent is being processed or will be authorized.

No appointments will be made to permanent positions with an Emergency Credential. After issuance, the credential is the responsibility of the holder and must be maintained by completion of any California Commission on Teacher Credentialing requirements.

Possession of one of the following credentials:

1. Education Specialist Instruction Credential for Mild/Moderate Disabilities;
2. Special Education Specialist Instruction Credential for the Learning Handicapped;
3. Standard Teaching Credential with the Minor - Mentally Retarded;
4. Restricted Special Education Credential - Educable Mentally Retarded;
Teachers an integral part of the team concept. They may work as a member of an interdisciplinary treatment team that combines the services of staff in the custody, academic, vocational, psychological, and medical fields. They help students set and meet educational needs and goals; participate in program evaluation; prepare courses for study and daily lessons; help students set and meet educational needs and goals; participating in program evaluation; administering achievement and interest tests; writing evaluations; monitoring and documenting student progress; recording and maintaining educational records; participating in student case conferences; participating in curricular development and revision; participating or supervising teaching assistants or other class aides when assigned; and performing other related duties.

A Teacher Emotionally/Learning Handicapped, CF, helps individuals committed to State correctional facilities in CDCR prepare to become productive and contributing members of society by instructing them in academic subjects, literacy skills, cultural diversity, career awareness and preparation, personal coping skills, and by helping them to develop socially acceptable attitudes and interests. A teacher gives both individual and group instruction according to the student’s written Individualized Education Program (IEP) and is expected to participate as a member of a Student Consultation Team (SCT) and/or an IEP team meeting when requested. The teachers’ tasks include: performing diagnostic and prescriptive planning; preparing courses for study and daily lesson plans; planning use of materials and equipment; counseling; helping students set and meet educational needs and goals; participating in program evaluation; administering achievement and interest tests; writing evaluations; monitoring and documenting student progress; recording and maintaining educational records; participating in student case conferences; participating in curricular development and revision; participating or supervising teaching assistants or other class aides when assigned; and performing other related duties.

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EXAMINATION PLAN

EXAMINATION INTERVIEWS WILL NOT BE HELD. This examination will consist of a Qualifications Assessment weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the Qualifications Assessment.

The Qualifications Assessment is designed to elicit a range of specific information regarding each candidate’s knowledge, skills, abilities, and potential to effectively perform the duties relative to the classification. Candidates who meet the “Minimum Qualifications” will have their Qualifications Assessment rated and successful candidates will be placed on an eligible list. SUBMISSION OF THE QUALIFICATIONS ASSESSMENT IS MANDATORY. Candidates who do not submit a completed Qualifications Assessment will be eliminated from this examination.

Qualifications Assessment -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate’s:

A. Knowledge of:
   1. Principles and methods of teaching.
   2. Principles of educational psychology as applied to their teaching.
   4. Remedial teaching techniques and adapting instruction to student deficiencies.
   5. Emotional problems of students at State correctional facilities.

B. Ability to:
   1. Provide leadership and motivation to inmates/youthful offenders.
   2. Teach and supervise inmates/youthful offenders.
   3. Work effectively with other disciplines.
   4. Gain the interest, respect, and cooperation of students.
   5. Develop socially acceptable attitudes in students.
   6. Communicate effectively.
   7. Analyze situations accurately and take effective action.
   8. In some positions, speak fluently one or more variations of a specified second language in addition to English.

ELIGIBLE LIST INFORMATION

The resulting eligible list will be established to fill vacancies for CDCR. Names of successful candidates are merged onto the list(s) in order of final scores, regardless of date. Eligibility expires 12 months after establishment, unless the needs of the service and conditions of the list(s) warrant a change in this period.

POSITION DESCRIPTION AND LOCATION(S)

A Teacher Emotionally/Learning Handicapped, CF, helps individuals committed to State correctional facilities in CDCR prepare to become productive and contributing members of society by instructing them in academic subjects, literacy skills, cultural diversity, career awareness and preparation, personal coping skills, and by helping them to develop socially acceptable attitudes and interests. A teacher gives both individual and group instruction according to the student’s written Individualized Education Program (IEP) and is expected to participate as a member of a Student Consultation Team (SCT) and/or an IEP team meeting when requested. The teachers’ tasks include: performing diagnostic and prescriptive planning; preparing courses for study and daily lesson plans; planning use of materials and equipment; counseling; helping students set and meet educational needs and goals; participating in program evaluation; administering achievement and interest tests; writing evaluations; monitoring and documenting student progress; recording and maintaining educational records; participating in student case conferences; participating in curricular development and revision; participating or supervising teaching assistants or other class aides when assigned; and performing other related duties.

Teachers an integral part of the team concept. They may work as a member of an interdisciplinary treatment team that combines the services of staff in the custody, academic, vocational, psychiatric and casework areas. A teacher provides educational information which helps team members make better decisions to meet student treatment needs. In new and developing programs, teachers will participate in the development and continuing revision of curriculum; and performs other related duties.

Position(s) exist in CDCR institutions.
GENERAL INFORMATION

Applications are available at CDCR, California Department of Human Resources (CalHR), and Employment Development Department offices. To create a CalCareer account and obtain an application, visit www.jobs.ca.gov. With an account, you can take state civil service examinations, store different versions of your application, apply for vacancies at 150 departments, track your application status and save your resume all in one place.

Veterans’ Preference: California law allows the granting of Veterans’ Preference in any Open examination. In accordance with Government Code Sections 18973.1 and 18973.5, Veterans’ Preference will be awarded as follows: 1) any veteran, widow or widower of a veteran, or spouse of a 100% disabled veteran, who achieves a passing score in an open examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans’ Preference; 2) Veterans’ Preference is not granted once a person achieves permanent civil service status.

Directions to apply for Veterans’ Preference are available at the CalHR’s website by clicking on the following link: https://jobs.ca.gov/CalHRPublic/Landing/Veterans.aspx. Additional information can also be found at the California Department of Veterans Affairs at www.calvet.ca.gov/veteran-services-benefits/employment.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned changed. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
Telecommunications Relay Service (TRS): DIAL 7-1-1
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS

Teacher, Emotionally/Learning Handicapped, CF.doc/AT
Rev. 10/13/17