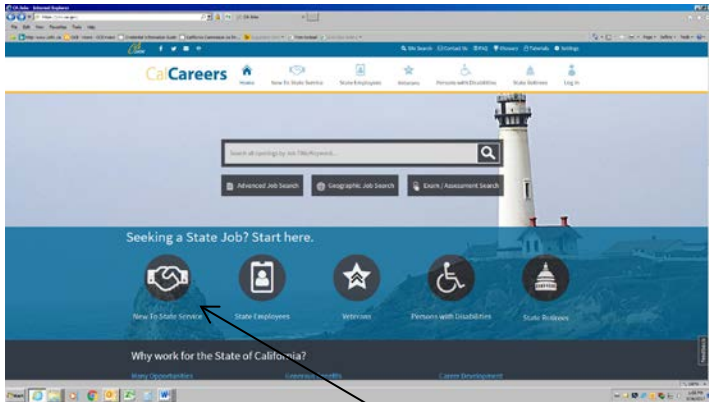


HOW TO GET A CAREER TECHNICAL EDUCATION (VOCATIONAL) INSTRUCTOR JOB WITH THE CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATIONS

Step I SET UP JOB PROFILE FOR JOBS

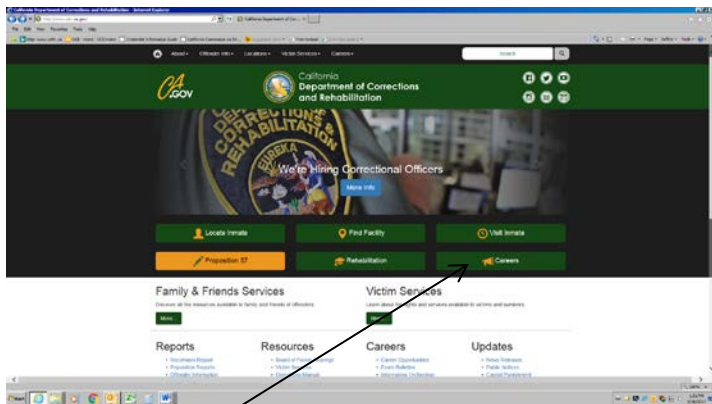
Go to www.jobs.ca.gov



1. Click on "New to State Service".
2. Next screen "How to Apply for a State Job" there are 3 steps, click on Step 3 "Apply".
3. Go to bottom of screen and click on "Login or Create a CalCareer Account".
4. For the State Application, hover or click on the "Tools" tab, click on "Standard Application forms", Click on "State Application 678".

STEP II JOB BULLETINS AND QUALIFICATION ASSESSMENT (QA) FOR PLACEMENT ON THE EMPLOYMENT LIST

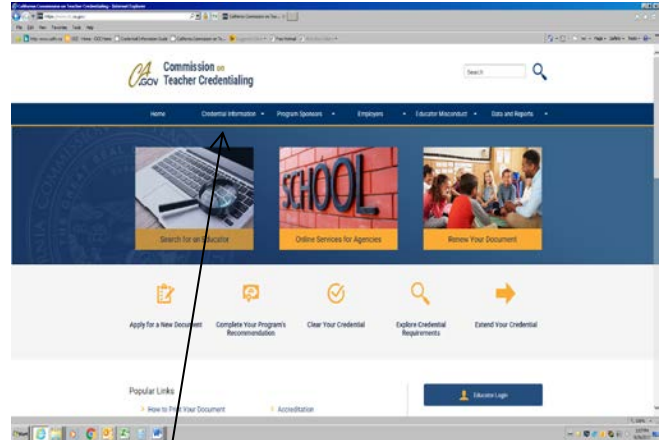
Go to www.cdcr.ca.gov



1. Click on the green "Careers" then scroll to "Education" and click "vocational Instructor".
2. Under "Exam Bulletins" and click on the specific program you are interested in.
3. Return to the previous screen and under "Test Assessments" click on "Quality Assessment" (QA) chose the specific job and complete along with the "State application STD 678" at <https://jobs.ca.gov/pdf/STD678.pdf> and mail to address on the last page of the QA form for placement on the employment list for the position and locations desired.

STEP III CREDENTIAL REQUIREMENTS AND COMMISSION PROGRAM SPONSORS

Go to www.ctc.ca.gov California Commission on Teacher Credentialing (CTC)



1. Do not file for Career Technical Education (CTE) credential until you have a job offer.
2. Click on "Credential Information" then on "Credential Requirement".
3. Click on "Teaching Credential", then click on "Designated Subject Teaching Credential".
4. Then click on "Career Technical Education". The bulletin for a CTE credential is displayed. In the first paragraph of the bulletin is a link "Commission Approved Program Sponsors". Click on the link to find a Program Sponsor who files for the CTE credential.
5. Wait for link to load. In "Type of Preparation" click "All" to clear the list then click on "Designated Subjects Teaching". A list of 15 CTC program sponsors is displayed to process CTE credentials.
6. Click on a CTC program sponsor then click on "Go to profile" for the contact information. Call for information, program costs and requirements for a CTE credential.



If you need additional information or further assistance contact CDCROCEJobs@cdcr.ca.gov.