

Career and Technical 7-12 Program Guidelines

Instructional Certification

(Trade and Industrial Education Health Occupations Education)

Career and Technical 7-12 Instructional I certification requires passage of an occupational examination, at least four years of wage-earning experience in the occupation, two years of wage-earning experience in the occupation plus a baccalaureate, four years full-time experience teaching post-secondary courses at a regionally accredited institution of higher education in the occupation, or, when applicable to the occupation to be taught, four years volunteer experience as a firefighter or emergency medical technician and the completion of an approved program of at least 18 semester hours in the areas of general, professional and career and technical professional education. A minimum of 50 percent of the program must be in career and technical professional education. Career and technical 7-12 Instructional II certification requires the completion of 60 hours in an approved program and three years of satisfactory teaching on a Career and technical I certificate.

I. Knowing the Content

The professional education program shall require the candidates to demonstrate their knowledge of the fundamental concepts and skills in the specific career and technical/occupational area and competence in applying developmentally appropriate instruction to meet the diverse needs of secondary school students (7- 12) including:

- I.A. History, philosophy and objectives of general and career and technical education
- I.B. General education and occupation-related subject matter including:
 - social and behavioral sciences,
 - natural or life sciences,
 - English composition, public speaking, and communication,
 - mathematics
- I.C. Technical content expertise and basic principles, practices, and aspects of the industry including:
 - production skills,
 - principles of technology and applications,
 - risk management and market information,
 - financing, promoting, purchasing and selling,
 - product/service planning,
 - technology utilization
- I.D. Program administration in Career and technical Education
 - career and technical-technical education curricular components (e.g. objectives, content, implementation, assessment and lesson design) and relationship to Pennsylvania Academic Standards,

- measurement fundamentals, formal and informal assessment strategies, and their applications (e.g. students, instruction, and programs in career and technical- technical education),
- identifying and selecting appropriate materials for students, including special needs students,
- school and community resources, occupational advisory committees,
- occupational experience programs

II. Performances

The professional education program provides evidence of the candidates participation in sequential and developmental field experiences, under the supervision of college personnel and cooperating teachers who are well trained, have interpersonal skills and demonstrated competence in career and technical education.

The program also provides evidence that the criteria and competencies for exit from the Career and technical Education certification program require the candidates to demonstrate their knowledge and competence in fostering student learning through:

- I.E. Creating a positive learning environment for career and technical education students based upon:
 - adolescent psychology and developmental needs,
 - physical, emotional and intellectual characteristics of youth, young adults, and special needs students,
 - social and cultural factors that influence school attendance
- I.F. Managing the instructional environment including:
 - establishing and maintaining rapport with students, through mentoring and advising,
 - communicating challenging learning expectations to each student,
 - establishing and maintaining consistent standards of classroom behavior,
 - making the physical environment safe
- I.G. Planning instruction in collaboration with other professionals based upon:
 - current occupational analysis and practical occupational experiences,
 - instructional systems and technology,
 - integrated general and career and technical curriculum approaches,
 - Pennsylvania Academic Standards
- I.H. Adapting and implementing effective instructional strategies, curriculum resources and technologies in collaboration with other professionals including:
 - team teaching and interdisciplinary projects,
 - individual and group presentations and performances,
 - integrating mathematics, communication and occupational skills,
 - intensive scheduling, cooperative career and technical experiences, internships

- I.I. Selecting, analyzing and modifying instructional materials and communication modes in order to address the needs and instructional levels of a diverse student population including:
- adapting curriculum materials to the reading and instructional level of learners,
 - achieving knowledge of special education terminology and addressing exceptionalities,
 - correcting cultural and gender biases and stereotyping
- I.J. Assessing students' understanding of content, adjusting instruction and providing feedback to students, parents and other professionals including:
- formal and informal assessments and evaluations,
 - written and oral tests and demonstrations,
 - individual and group projects and exhibitions

III. Professionalism

The professional education program provides evidence that Career and technical Education certification candidates demonstrate knowledge and competencies that foster professionalism in school and community settings including:

- I.K. History, philosophy and current trends in Career and technical Education
- I.L. Professional organizations, literature and student organizations
- I.M. Integrity and ethical behavior, professional conduct as stated in Pennsylvania's Code of Professional Practice and Conduct for Educators; and local, state, and federal laws and regulations
- I.N. Communicating effectively with the school and business community to improve school climate and facilitate student learning and career choices
- I.O. Collaborating with school colleagues, organizations and other community agencies to improve student learning