



Career and Technical Education Business Committee Member Job Description

Summary:

The Business Committee assists teachers in making curriculum and equipment recommendations to the General Advisory Council. These recommendations will be considered when making curriculum and equipment upgrades. This committee is made up of members of the community that represent employees and management who share expert working knowledge of the skills required in the business field.

Responsibilities:

- Attend all four Business Committee meetings.
- Support industry, state and district standards.
- Assist in developing and implementing a two-year Business plan.
- Serve as a community link between your represented profession and Everett Public Schools.
- Advise Everett Public Schools on the current industry standards to ensure that curriculum taught in today's schools will prepare students for what to expect when they enter the work force.
- Participate in the review, planning and evaluation for the Business curriculum.
- Assist in recruiting Business Committee members.
- Serve as a resource to Everett Public Schools by providing or finding work-based learning experiences, classroom guest speakers, job shadow and internship opportunities for students.

Time Commitment:

- Attend four, two hour Business Committee meetings.
- Occasional work outside of meetings.

Career and Technical Education Staff Representatives

Carl Fender, Director of Career and Technical Education (425) 385-4073
Diane Storm, Administrative Assistant (425-385-4073)