



RESOURCE SPECIALIST, SPECIAL EDUCATION Qualifications Assessment

Department of Corrections and Rehabilitation

Departmental Open Examination
Final Filing Date: Continuous

EXAMINATION INFORMATION

This examination will provide you with an opportunity to demonstrate significant aspects of your qualifications for the **Resource Specialist, Special Education** classification with the California Department of Corrections and Rehabilitation (CDCR). The information you provide will be rated based on objective criteria created by Subject Matter Experts. The rating will be used to determine your final score in this examination. If successful, your name will be placed on an eligible list for the classification listed above. The list will be used to fill positions statewide with CDCR. A "Conditions of Employment" section is included in this examination which will allow you to select the time bases and location(s) you are interested in working. Please print out, **personally complete**, and sign this examination form.

Read the instructions below carefully before completing the assessment. Failure to do so may result in an inability to process your assessment and disqualification from this examination.

AFFIRMATION STATEMENT

I hereby certify that the information provided on this Qualifications Assessment is true and correct to the best of my knowledge and contains no willful misrepresentations or falsifications. I also understand that if it is later discovered that I have made any false representations, I may be removed from the examination and/or the eligible list resulting from this examination, have adverse action taken against me which could result in loss of state employment, and/or suffer loss of right to compete in any future state examinations.

Name (Printed): _____

Address: _____

City/State/Zip Code: _____

Home Telephone Number: _____

Work Telephone Number: _____

Signature: _____

Date: _____

FILING INSTRUCTIONS

All applicants must complete and submit the following examination materials:

- [Examination Application \(STD. 678\)](#)
- Qualifications Assessment

By mail to:

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

Or in person at:

**Department of Corrections and Rehabilitation
1515 S Street
Sacramento, CA 95811-7243
Attn: Office of Workforce Planning, 211S**

If you are personally delivering your application and Qualifications Assessment, you must do so between the hours of **8:00 a.m.** and **5:00 p.m.**, Monday through Friday, excluding holidays, on or before the cut-off date to the street address listed above.

NOTE:

- All examination materials must have original signatures.
- Be sure your envelope has adequate postage if submitting via mail.
- Faxed or emailed copies will **NOT** be accepted under any circumstances.
- Make and keep a photocopy of the completed Qualifications Assessment for your records.

GENERAL INSTRUCTIONS

This Qualifications Assessment is the sole component of the examination. To obtain a position on the eligible list, a minimum score of 70% must be achieved. Therefore, please be sure to review and follow all instructions carefully as missing or incomplete information may result in disqualification or a lower score.

This examination is comprised of the following areas:

- Affirmation Statement (page 1)
- Filing Instructions / General Instructions (page 2)
- Montoya Act / Prior State Employment / Conditions of Employment (pages 3 - 4)
- Address or Employment Changes / Required Credential Information (page 5)
- Knowledge, Skill, or Ability Assessment (pages 6 - 10)
- Work Experience Assessment (pages 11 - 16)
- Recruitment Questionnaire (pages 17- 18)

YOUR RESPONSES ARE SUBJECT TO VERIFICATION

Please keep in mind that all information provided on this Qualifications Assessment will be subject to verification at any time during the examination process, hiring process, and even after gaining employment. Anyone who misrepresents his/her experience will be subject to adverse consequences, which could include the following action(s):

- Removal from the examination process
- Removal from the eligible list / certification list
- Loss of State employment
- Loss of rights to compete in any future state examinations

MONTOYA ACT / FELONY CONVICTION DISCLOSURE

Pursuant to the Montoya School Safety Act of 1997, all persons offered employment with the CDCR's Division of Juvenile Justice, Education Services Branch, shall undergo a thorough background investigation prior to appointment. Pursuant to the Education Code Section 45122 and Penal Code Sections 667 and 1192, **"No person who has been convicted of a violent or serious felony shall be employed by a school district."**

To review the Education Code Section 45122.1 you can go to the following website:
[California Code, Education Code 45122.1](https://codes.findlaw.com/ca/education-code/edc-sect-45122-1.html) (https://codes.findlaw.com/ca/education-code/edc-sect-45122-1.html)

To review the Penal Code Section 667.5, subsection (c) for a listing of violent felony offenses, you can go to the following website:
[California Code, Penal Code 667.5](https://codes.findlaw.com/ca/penal-code/pen-sect-667-5.html) (https://codes.findlaw.com/ca/penal-code/pen-sect-667-5.html)

To review the Penal Code Section 1192.7, subsection (c) for a listing of serious felony offenses, you can go to the following website:
[California Code, Penal Code 1192.7](https://codes.findlaw.com/ca/penal-code/pen-sect-1192-7.html) (https://codes.findlaw.com/ca/penal-code/pen-sect-1192-7.html)

Have you ever been convicted of a violent or serious felony?

YES

NO

PRIOR STATE EMPLOYMENT INFORMATION

Complete this next section ONLY if you have been previously dismissed from California State Civil Service employment by punitive action or as a result of disciplinary proceedings. IF THIS DOES NOT APPLY TO YOU, please skip this question.

Do you have written permission from the California Department of Human Resources (CalHR) to take this examination?

YES

NO

State Personnel Board, Rule 211 provides that a dismissed state employee may only participate in State Civil Service examinations if he/she has obtained prior consent from the State Personnel Board.

CONDITIONS OF EMPLOYMENT

PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies Statewide according to the conditions you specify on this form.

TYPE OF APPOINTMENT YOU WILL ACCEPT

Please mark the appropriate box(es) - you may check "(A) Any" if you are willing to accept any type of employment.

(D) Permanent Full-Time **(R) Permanent Part-Time** **(K) Limited-Term Full-Time** **(A) Any**

If all are marked and you receive an appointment other than permanent full-time, your name will continue to be considered for permanent full-time positions.

LOCATION(S) YOU ARE WILLING TO WORK

Note: Positions are not available at all locations. Please refer to the official examination bulletin for information regarding the location of current positions.

- 5 ANYWHERE IN THE STATE** – If this box is marked, no further selection is necessary

NORTHERN REGION

- | | | |
|---|---|--|
| <input type="checkbox"/> 0100 – Alameda County | <input type="checkbox"/> 2100 – Marin County <ul style="list-style-type: none">• CSP, San Quentin | <input type="checkbox"/> 4100 – San Mateo County |
| <input type="checkbox"/> 0200 – Alpine County | <input type="checkbox"/> 2300 – Mendocino County | <input type="checkbox"/> 4500 – Shasta County |
| <input type="checkbox"/> 0300 – Amador County <ul style="list-style-type: none">• Mule Creek State Prison• Pine Grove Youth Conservation Camp | <input type="checkbox"/> 2500 – Modoc County | <input type="checkbox"/> 4600 – Sierra County |
| <input type="checkbox"/> 0400 – Butte County | <input type="checkbox"/> 2800 – Napa County | <input type="checkbox"/> 4700 – Siskiyou County |
| <input type="checkbox"/> 0500 – Calaveras County | <input type="checkbox"/> 2900 – Nevada County | <input type="checkbox"/> 4800 – Solano County <ul style="list-style-type: none">• California Medical Facility• CSP, Solano |
| <input type="checkbox"/> 0600 – Colusa County | <input type="checkbox"/> 3100 – Placer County | <input type="checkbox"/> 4900 – Sonoma County |
| <input type="checkbox"/> 0700 – Contra Costa County | <input type="checkbox"/> 3200 – Plumas County | <input type="checkbox"/> 5100 – Sutter County |
| <input type="checkbox"/> 0800 – Del Norte County <ul style="list-style-type: none">• Pelican Bay State Prison | <input type="checkbox"/> 3400 – Sacramento County <ul style="list-style-type: none">• CSP, Sacramento• Folsom State Prison• Richard A. McGee Correctional Training Center | <input type="checkbox"/> 5200 – Tehama County |
| <input type="checkbox"/> 0900 – El Dorado County | <input type="checkbox"/> 3800 – San Francisco County | <input type="checkbox"/> 5300 – Trinity County |
| <input type="checkbox"/> 1100 – Glenn County | <input type="checkbox"/> 3900 – San Joaquin County <ul style="list-style-type: none">• Deuel Vocational Institute• California Health Care Facility• O.H. Close YCF• N.A. Chaderjian YCF• Northern California YCC | <input type="checkbox"/> 5500 – Tuolumne County <ul style="list-style-type: none">• Sierra Conservation Center |
| <input type="checkbox"/> 1200 – Humboldt County | | <input type="checkbox"/> 5700 – Yolo County |
| <input type="checkbox"/> 1700 – Lake County | | <input type="checkbox"/> 5800 – Yuba County |
| <input type="checkbox"/> 1800 – Lassen County <ul style="list-style-type: none">• California Correctional Center• High Desert State Prison | | |

CENTRAL REGION

- | | | |
|--|---|---|
| <input type="checkbox"/> 1000 – Fresno County <ul style="list-style-type: none">• Pleasant Valley State Prison | <input type="checkbox"/> 1600 – Kings County <ul style="list-style-type: none">• Avenal State Prison• CSP, Corcoran• CA Substance Abuse Treatment Facility | <input type="checkbox"/> 2700 – Monterey County <ul style="list-style-type: none">• Correctional Training Facility• Salinas Valley State Prison |
| <input type="checkbox"/> 1400 – Inyo County | <input type="checkbox"/> 2000 – Madera County <ul style="list-style-type: none">• Central California Women's Facility• Valley State Prison | <input type="checkbox"/> 3500 – San Benito County |
| <input type="checkbox"/> 1500 – Kern County <ul style="list-style-type: none">• California City Correctional Facility• California Correctional Institution• Kern Valley State Prison• North Kern State Prison• Wasco State Prison | <input type="checkbox"/> 2200 – Mariposa County | <input type="checkbox"/> 4000 – San Luis Obispo County <ul style="list-style-type: none">• California Men's Colony |
| | <input type="checkbox"/> 2400 – Merced County | <input type="checkbox"/> 4300 – Santa Clara County |
| | <input type="checkbox"/> 2600 – Mono County | <input type="checkbox"/> 4400 – Santa Cruz County |
| | | <input type="checkbox"/> 5000 – Stanislaus County |
| | | <input type="checkbox"/> 5400 – Tulare County |

SOUTHERN REGION

- | | | |
|---|--|--|
| <input type="checkbox"/> 1300 – Imperial County <ul style="list-style-type: none">• Calipatria State Prison• CSP, Centinela | <input type="checkbox"/> 3300 – Riverside County <ul style="list-style-type: none">• California Rehabilitation Center• Chuckawalla Valley State Prison• Ironwood State Prison | <input type="checkbox"/> 3700 – San Diego County <ul style="list-style-type: none">• RJ Donovan Correctional Facility |
| <input type="checkbox"/> 1900 – Los Angeles County <ul style="list-style-type: none">• CSP, Los Angeles County | <input type="checkbox"/> 3600 – San Bernardino County <ul style="list-style-type: none">• California Institution for Men• California Institution for Women | <input type="checkbox"/> 4200 – Santa Barbara County |
| <input type="checkbox"/> 3000 – Orange County | | <input type="checkbox"/> 5600 – Ventura County <ul style="list-style-type: none">• Ventura YCF |

ADDRESS OR EMPLOYMENT CHANGES

After list release, successful candidates may update any address and/or availability for employment preference information by accessing their [CalCareer Account](http://www.jobs.ca.gov) (www.jobs.ca.gov) on the California Department of Human Resources (CalHR) website or by notifying CDCR at the following address:

California Department of Corrections and Rehabilitation
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001
Attn: Certification Unit

REQUIRED CREDENTIAL INFORMATION

Please indicate if you possess the required credential for this classification. You must also indicate the credential number and expiration date.

Requirements:

- I possess the required Special Education Credential other than an Emergency Credential issued by the California Commission on Teacher Credentialing.

Credential Number: _____ Expiration Date: _____

AND

Either 1

- I possess the Preliminary Resource Specialist Certificate of Competence issued by the California Commission on Teacher Credentialing.

Credential Number: _____ Expiration Date: _____

Or 2

- I possess the Clear Resource Specialist Certificate of Competence issued by the California Commission on Teacher Credentialing.

Credential Number: _____ Expiration Date: _____

KNOWLEDGE, SKILL, OR ABILITY (KSA) ASSESSMENT

Rate your knowledge, skill, or ability performing specific job-related actions, using the rating scale below.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option for the scale provided. Responses may not be changed or added once submitted to the Office of Workforce Planning. Missing responses will result in a lower score.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and/or WORK EXPERIENCE whether paid or not paid.

SCALE - KNOWLEDGE, SKILL, OR ABILITY RELATED TO THIS STATEMENT

Extensive Knowledge, Skill, or Ability

I have effectively and efficiently applied this KSA to an actual job without supervision.

Moderate Knowledge, Skill, or Ability

I have applied this KSA to an actual job, but may require general supervision.

Limited Knowledge, Skill, or Ability

I have education or training relevant to this KSA, but have not applied it to an actual job.

No Knowledge, Skill, or Ability

I have no experience, education, or training relevant to this KSA.

1. Knowledge of the process of the development and implementation of the Individualized Education Program.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

2. Knowledge of academic and Career Technical Education (CTE) subjects/programs and their place and value in a rehabilitative Special Education Program.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

3. Knowledge of the principles and techniques of educational and CTE requirements to provide counseling and assistance in the selection of appropriate academic courses/CTE programs for students.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

4. Knowledge of principles and methods of teaching.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

5. Knowledge of Special Education practices and trends as applied to teaching.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

6. Knowledge of remedial teaching techniques and adapting instruction to ensure equitable participation in an educational program and provide classroom intervention/support.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

7. Knowledge of current technology in order to identify, plan, and incorporate technology in the delivery of Special Education Services.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

8. Knowledge of Special Education modern teaching theory and practice to provide direction and training to staff.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

9. Knowledge of Special Education laws (i.e., Individuals with Disabilities Education Act [IDEA]) and regulations.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

10. Ability to provide leadership and motivation to students to improve their academic achievements, sense of responsibility, decision making ability, and accountability.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

11. Ability to motivate students to achieve academic goals, objectives, instructional competencies, and evaluate personal learning.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

12. Ability to work effectively with other subject matter experts to teach techniques that enhance the active involvement of students to a variety of subject matter materials.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

13. Ability to gain the interest, respect, and cooperation of students to demonstrate an atmosphere that is fair, firm, and consistent in a classroom setting.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

14. Ability to develop socially acceptable attitudes in students by modeling acceptance for cultural, racial, and individual differences to successfully program students for reintegration back into society.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

15. Ability to communicate effectively through mutual respect and two way communication, supporting relationships among staff, students, administration, and with public entities.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

16. Ability to analyze situations accurately and take effective action to promote classroom procedures that support student learning, maintain standards for student behavior, promote social development, encourage group responsibility, and create a physical environment that engages all students.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

17. Ability to implement and maintain support and collaboration with education staff in order to meet the educational needs of students.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

18. Ability to effectively apply interpersonal and communication techniques (e.g. written, oral, listening, etc.) to secure and maintain the respect and cooperation of others.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

19. Ability to analyze situations and data correctly to develop and adopt an effective course of action to support student's education programs and Special Education services.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

20. Ability to supervise the administration of required academic testing instruments and effectively interpret to develop written reports of academic progress and needs.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

21. Ability to utilize multiple sources (e.g., standardized and informal assessments, teacher and treatment team staff reports, etc.) to develop and review IEP designed to promote academic achievement of special education students.

Knowledge, Skill, or Ability related to performing this action

- Extensive Knowledge, Skill, or Ability
- Moderate Knowledge, Skill, or Ability
- Limited Knowledge, Skill, or Ability
- No Knowledge, Skill, or Ability

CONTINUE TO THE WORK EXPERIENCE ASSESSMENT

WORK EXPERIENCE ASSESSMENT

Rate your experience performing specific job-related actions, using the rating scale below.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option for the scale provided. Responses may not be changed or added once submitted to the Office of Workforce Planning. Missing responses will result in a lower score.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and/or WORK EXPERIENCE whether paid or not paid.

SCALE - EXPERIENCE RELATED TO PERFORMING THIS ACTION

Extensive Experience

I have more than 4 years of experience in regularly performing this action **and** I have instructed others on this specific action.

Moderate Experience

I have more than 3 years, but less than 4 years of experience performing this action **and** I can perform it independently.

Basic Experience

I have more than 2 years, but less than 3 years of experience performing this action **and** I have performed it regularly with minimal or no assistance.

Limited Experience

I have less than 2 years of experience in performing this action **and** I may require assistance for successful performance.

No Experience

I have never performed this action.

- | |
|---|
| 1. Reviewing evidence based research practices and implementing courses of study and training programs to assist in the Special Education Program and rehabilitation process of students. |
|---|

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

- | |
|---|
| 2. Reviewing programs/services for the special needs of the students to ensure compliance with Individuals with Disabilities Education Act (IDEA), court orders, policies, and other appropriate regulations within an educational setting. |
|---|

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

3. Implementing programs/services for the special needs of the students to ensure compliance with IDEA, court orders, and other appropriate regulations within an educational setting.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

4. Consulting with school and/or living unit security personnel on varied and/or sensitive/complex special education matters to resolve issues, provide information, options, and/or recommendations.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

5. Monitoring classes/programs and conferring with staff and students to improve the methods, techniques, and quality of service delivery to students.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

6. Evaluating special education classes/programs and conferring with staff and students to improve the methods, techniques and quality of service delivery to students.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

7. Interviewing/counseling students to provide information about available special education, vocational, and transitional opportunities.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

8. Serving as a member of the Individualized Education Program (IEP) team to assess student special education needs and recommending programs/services.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

9. Analyzing student performance data and IEP goals to determine the effectiveness of the current academic and Career Technical Education (CTE) programs.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

10. Reviewing programs for the special needs of the students to provide them with a total education and training program.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

11. Developing programs for the special needs of the students to provide them with a total education and training program.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

12. Implementing programs for the special needs of the students to provide them with a total education and training program.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

13. Monitoring programs for the special needs of the students to provide them with a total education and training program.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

14. Maintaining security of work areas and materials in the performance of daily activities in order to prevent escape or injury by students to themselves, others, or to property.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

15. Participating in the implementation of traditional and alternative education programs to ensure service delivery as required by the IEP.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

16. Monitoring the implementation of traditional and alternative education programs to ensure service delivery as required by the IEP.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

17. Conducting formal and informal assessments and testing to ensure the IEP team has the information necessary to determine student academic needs, goals, and services.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

18. Supervising the conduct of the students while in the classroom on an ongoing basis in order to ensure that control and discipline are upheld.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

19. Monitoring all classroom supplies, materials, and equipment to ensure against loss, misuse, and the potential use as a weapon.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

20. Supporting students IEP educational goals utilizing core curriculum and various supplemental resources for individual and group instruction, various teaching methodologies, classroom management skills, etc.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

21. Modifying students IEP educational goals utilizing core curriculum and various supplemental resources for individual and group instruction, various teaching methodologies, classroom management skills, etc.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

22. Counseling students as to their progress in their assigned Special Education Program in order to meet their IEP educational goals and objectives.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

23. Instructing students how to access and use materials, resources, and technologies (i.e., electronic calculators, educational software, computers, multimedia equipment, etc.) to make subject matter accessible and meaningful to the students.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

24. Preparing effective written documents for management, staff, students and others to provide information on Special Education programs.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

25. Communicating in a professional and effective manner with others to establish and maintain effective working relationships in all situations on an on-going basis.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

26. Developing materials/tools to train individuals/groups in the appropriate interpretation and application of Special Education policies, procedures, guidelines, laws, and regulations.

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

THIS CONCLUDES THE EXAMINATION

REVISION DATE: 5/14/21 – BJW

RECRUITMENT QUESTIONNAIRE

Applicants are asked to voluntarily provide the information below. The following data will be used for statistical data gathering and reporting purposes. This questionnaire will be separated from the examination and this information will not be used in any employment decisions.

GENDER

- Male
- Female
- Non-binary

RACE AND ETHNICITY

Check one box that best describes your race or ethnicity.

- | | ASIAN | PACIFIC ISLANDER |
|---|---|---|
| <input type="checkbox"/> Black or African American | <input type="checkbox"/> Multiple Asian** | <input type="checkbox"/> Multiple Pacific Islander*** |
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Indian | <input type="checkbox"/> Guamanian |
| <input type="checkbox"/> Hispanic or Latino (alone or in combination with any other race) | <input type="checkbox"/> Cambodian | <input type="checkbox"/> Hawaiian |
| <input type="checkbox"/> White | <input type="checkbox"/> Chinese | <input type="checkbox"/> Samoan |
| <input type="checkbox"/> Multiple Races* | <input type="checkbox"/> Filipino | <input type="checkbox"/> Other Pacific Islander |
| | <input type="checkbox"/> Japanese | |
| | <input type="checkbox"/> Korean | |
| | <input type="checkbox"/> Laotian | |
| | <input type="checkbox"/> Vietnamese | |
| | <input type="checkbox"/> Other Asian | |

*If you identify with more than one race that is Non-Hispanic or Latino, select Multiple Races.

**If you identify with more than one Asian ethnicity, select Multiple Asian.

***If you identify with more than one Pacific Islander ethnicity, select Multiple Pacific Islander.

AUTHORITIES

Government Code sections 8310.5, 19705, 19790, 19792(h) and California Code of Regulations, Title 2, sections 599.980, 11013(b) authorize the State of California to collect demographic information on job applicants and exam participants for analysis and statistical purposes.

CONTINUE TO NEXT PAGE TO COMPLETE RECRUITMENT QUESTIONNAIRE

RECRUITMENT QUESTIONNAIRE

On behalf of the California Department of Corrections and Rehabilitation, we thank you for participating in this examination. To assist us in our recruitment efforts, please tell us how you heard about this examination.

Please check the appropriate box and, where relevant, specify your answer:

- Internet (www.cdcr.ca.gov, www.jobs.ca.gov)
- Job Fair
- Friend/Family Member
- Staffing Agency (Spearhead, Manpower)
- Career Assistance Centers (e.g., Employment Development Department Career Network, Workforce Center)
- State Agency (please specify): _____
- Military Base (please specify): _____
- Local Union (please specify): _____
- Other (please specify): _____

California Department of Corrections and Rehabilitation

- Flyer
- Banner
- Employee
- Exam Bulletin E-Blast
- Institution Bulletin Board

Social Media

- Facebook
- Indeed
- Monster

Educational Facility

- College
- Trade School
- School Association
- Specialized Training/Certification Program (e.g., Job Corps, Skill Centers, Regional Occupational Programs)
- Local Apprenticeship Program

Public Advertisements

- Bus
- Truck
- Billboard
- Mobile Ad

Out of State Resource

- Arizona
- Oregon
- Nevada

