

Cooperative Education Coordinator	Cooperative Education Coordinator— Hazardous Occupations	County Apprenticeship Coordinator	Structured Learning Experience/ Career Orientation Coordinator
<i>Completion of the requirement described on the following pages, plus the following course(s):</i>			
COED 610 Health and Safety in Career Education	COED 610 Health and Safety in Career Education	COED 610 Health and Safety in Career Education	COED 610 Health and Safety in Career Education
COED 602 Curriculum Construction in Vocational-Technical Education	COED 602 Curriculum Construction in Vocational-Technical Education	COED 630 Administration and Supervision of Vocational- Technical Education	
COED 660 Career Education for Educators	COED 660 Career Education for Educators	COED 612 Industrial & Labor Relations in Career Education	

SUMMARY

N.J.A.C. 6A:9-13.19 Cooperative education coordinator – hazardous occupations

This section, formerly N.J.A.C. 6:11-11.20, establishes the certification process for cooperative education coordinators who place and supervise vocational-technical students in hazardous occupations. The name of the certificate has been changed from vocational-technical coordinator: cooperative industrial educational programs to cooperative education coordinator – hazardous occupations in keeping with the purpose of the certificate. Study that is no longer offered in New Jersey colleges/universities has been eliminated and replaced it with two college courses that are available and training programs run by the Department. An emergency certificate has been created at N.J.A.C. 6A:9-13.19(d). Holders of the existing certificate have been grandfathered.

N.J.A.C. 6A:9-13.20 Cooperative education coordinator

This section, formerly N.J.A.C. 6:11- 11.3, establishes the certification process for cooperative education coordinators who place and supervise vocational-technical students in non-hazardous occupations. The name of the certificate has been changed from teacher-coordinator of cooperative vocational-technical education programs to cooperative education coordinator. Study that is no longer offered in New Jersey colleges/universities has been eliminated and replaced it with two college courses that are available and training programs run by the Department. An emergency certificate has been created at N.J.A.C. 6A:9-13.20(d). Holders of the existing certificate have been grandfathered.

N.J.A.C. 6A:9-13.21 Structured learning experience/career orientation coordinator

This section establishes the certification process for a new certificate, the structured learning experience/career orientation certificate. It has been created to allow certified all teachers with appropriate workplace training to place and supervise students in school-sponsored external work settings that are not a part of an approved vocational-technical education program. Provisions for emergency certification have been established at N.J.A.C. 6A:9-13.21(d).

6A:9-13.20 COOPERATIVE EDUCATION COORDINATOR

(a) The cooperative education coordinator endorsement is required for an individual to serve in the capacity as a coordinator supervising vocational students who are participating in cooperative education experiences in non-hazardous occupations in accordance with the New Jersey Child Labor Laws, N.J.S.A. 34:2-21, and New Jersey Department of Education rules at, N.J.A.C. 6A:8 and 6A:19. This endorsement also permits the individual to supervise students participating in any other non-hazardous SLE in any career cluster.

(b) To be eligible for the endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical endorsement in any field; and
2. Successful completion of two years of teaching under a certificate in vocational-technical education, and completion of the following:
 - i. A minimum of 30 hours of training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56 and N.J.A.C. 12:56 and 12:58;
 - ii. A minimum of 30 hours of training in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19; and
COED 610 Health and Safety in Career Education
 - iii. Two graduate-level college courses or a Department-approved equivalent program in instructional strategies for work-based education and career information/occupational guidance.
COED 602 Curriculum Construction in Vocational-Technical Education
COED 660 Career Education for Educators

(c) Individuals holding a vocational-technical coordinator: cooperative industrial education endorsement or the teacher-coordinator of cooperative vocational- technical education in the occupational areas of agriculture education, distributive education, health occupations, home economics education or business education endorsements may serve in a position requiring the CEC endorsement in any career cluster.

(d) An emergency CEC certificate may be issued to a candidate who meets the requirements in (d)1 and 2 below. The candidate shall complete the requirements for the standard certificate in no more than 12 months from the issuance date of the emergency certificate.

1. A standard vocational instructional certificate; and
2. Two years of successful vocational-technical education teaching experience.

**6A:9-13.19 COOPERATIVE EDUCATION COORDINATOR –
HAZARDOUS OCCUPATIONS**

(a) The cooperative education coordinator (CEC) – hazardous occupations endorsement is required for an individual to serve as a coordinator supervising vocational students who are participating in cooperative education experiences in hazardous occupations in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21, and New Jersey Department of Education rules at N.J.A.C. 6A:8 and 6A:19. This endorsement authorizes the holder to place and supervise vocational students in school-sponsored cooperative education experiences as part of a vocational-technical education program. This endorsement also permits the individual to supervise students participating in any other structured learning experience (SLE) in any career cluster.

(b) To be eligible for the CEC – hazardous occupations endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical endorsement in any field;
2. Two years of successful teaching under a certificate in vocational-technical education, and completion of the following:
 - i. A minimum of 30 hours of training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A 34:11-4 and 56 and N.J.A.C. 12:56 and 12:58;
 - ii. A minimum of 30 hours of training in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19;
COED 610 Health and Safety in Career Education
 - iii. Two graduate-level college courses or a Department-approved equivalent program in instructional strategies for work-based education and career information/occupational guidance; and
COED 602 Curriculum Construction in Vocational-Technical Education
COED 660 Career Education for Educators
 - iv. One-thousand hours of employment experience in a hazardous occupation, as approved by the chief school administrator, in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21.

(c) Individuals holding a Vocational-Technical Coordinator: Cooperative Industrial Education endorsement as of January 20, 2004 may serve in a position requiring the CEC - hazardous occupations endorsement in any career cluster.

(d) An emergency certificate in CEC – hazardous occupations may be issued to a candidate who meets the requirements in (d)1 through 3 below. The candidate shall complete the requirements for the standard certificate in no more than 12 months from the issuance date of the emergency certificate.

1. A standard vocational instructional certificate;
2. Two years of successful vocational-technical education teaching experience; and
3. One-thousand hours of employment experience in a hazardous occupation, as approved by the chief school administrator, in accordance with New Jersey Child Labor Laws, N.J.S.A. 34:2-21.

6A:9-13.22 COUNTY APPRENTICESHIP COORDINATOR

(a) The county apprenticeship coordinator endorsement is required for the position of county apprentice coordinator in any county vocational school district conducting an apprenticeship program. The endorsement authorizes the holder to approve and coordinate apprenticeship training programs in accordance with N.J.A.C. 6A:8 and 6A:19.

(b) To be eligible for the county apprenticeship coordinator endorsement, the candidate shall present:

1. A standard instructional certificate with a vocational-technical education endorsement;
2. Two years of successful teaching in a vocational-technical education program or one year of successful teaching experience in a vocational-technical education program and completion of a formal apprenticeship;
3. Completion of the following:
 - i. A minimum of 30 hours of training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56 and N.J.A.C. 12:56 and 12:58; and
 - ii. A minimum of 30 hours of training in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19; and
COED 610 Health and Safety in Career Education
4. Two graduate level courses or a Department-approved program in the following required areas: one in the administration and supervision of vocational-technical education programs and one in industrial and labor relations.
COED 630 Administration and Supervision of Vocational-Technical Education
COED 612 Industrial and Labor Relations in Career Education

(c) An emergency county apprenticeship coordinator certificate may be issued to a candidate who meets the requirements in (c)1 and 2 below. The candidate will have 12 months to complete the requirements for the standard certificate.

1. A standard instructional certificate with a vocational-technical education endorsement; and
2. Two years of teaching experience in a vocational-technical education program, or one year of successful teaching experience and completion of a formal apprenticeship.

**6A:9-13.21 STRUCTURED LEARNING EXPERIENCE/
CAREER ORIENTATION COORDINATOR**

(a) The structured learning experience/career orientation coordinator endorsement is required for teachers to serve in the capacity as a coordinator of career awareness, career exploration and/or career orientation SLEs in non-hazardous occupations in any career cluster, excluding vocational-technical training, cooperative education experiences and apprenticeship training.

(b) To be eligible for this endorsement, the candidate shall present:

1. A standard instructional certificate;
2. Two years of successful teaching experience;
3. A minimum of 30 hours of training in Child Labor, Wage and Hour, and Wage Payment laws and regulations, in accord with N.J.S.A. 34:2-21 and 57, N.J.S.A. 34:11-4 and 56 and N.J.A.C. 12:56 and 12:58; and
4. A minimum of 30 hours of training in safety and health and required Department procedures and planning for SLEs pursuant to N.J.A.C. 6A:19.

COED 610 Health and Safety in Career Education

(c) Holders of a vocational-technical coordinator: cooperative industrial education endorsement or the teacher-coordinator of cooperative vocational-technical education endorsement in all occupational areas including work experience career exploration program (WECEP), and the CEC and the CEC/hazardous endorsements may serve in a position requiring the SLE/career orientation endorsement.

(d) An emergency SLE/career orientation coordinator certificate may be issued to a candidate who meets the requirements in (d)1 and 2 below. The candidate shall complete the requirements for the standard certificate in no more than 12 months from the issuance date of the emergency certificate.

1. A standard instructional certificate; and
2. Two years of successful teaching experience.