

DSPS Aide (SC/Atep - Culinary Arts)
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=268766>

Downloaded On: Dec. 4, 2025 12:42pm

Posted Dec. 4, 2025, set to expire Mar. 27, 2026

Job Title DSPS Aide (SC/Atep - Culinary Arts)

Department

Institution South Orange County Community College District
Mission Viejo, California

Date Posted Dec. 4, 2025

Application Deadline Open until filled

Position Start Date Available immediately

Job Categories Classified Staff

Academic Field(s) Student Services

Job Website <https://www.schooljobs.com/careers/socccd/jobs/5154106/dsps-aide-sc-atep-culinary-arts>

Apply By Email

Job Description

SUMMARY DESCRIPTION

DSPS Aides assigned to the Culinary Arts program provide direct support to students with disabilities to ensure equitable access to hands-on culinary instruction, kitchen labs, and related classroom activities. This includes assisting with academic and lab-based accommodations; supporting communication, note-taking, and scribing during demonstrations; and providing mobility or task assistance within commercial kitchen and food production environments. Aides help students safely participate in Culinary Arts coursework while adhering to all program, campus, and food-safety protocols.

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REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Provide in-lab and in-class support such as note-taking during culinary demonstrations, reading recipes or instructions aloud, scribing during timed activities, or assisting with accessible adaptations of culinary tasks as permitted.

Support students with mobility, dexterity, or sensory limitations in navigating culinary lab spaces, including commercial kitchens, storage areas, and demonstration classrooms.

Assist students in safely accessing lab equipment, ingredients, tools, and workstations while reinforcing Culinary Arts safety, sanitation, and health-code standards.

Collaborate regularly with DSPS staff and Culinary Arts faculty to coordinate accommodations, monitor student needs, and ensure that supports align with program safety requirements.

Maintain confidentiality of student records and accommodation details in compliance with FERPA and Section 504/ADA.

Document services provided, student interactions, and accommodation activities in required DSPS systems.

Participate in required training related to disability awareness, accessibility in lab-based instructional environments, food-safety protocols, and college policies.

Provide other support in DSPS including proctoring of exams, and reading/scribing for students

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles of accessibility, equity, and inclusion for students with disabilities in hands-on, lab-based

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instructional environments.

Appropriate methods for assisting students with physical, sensory, learning, and cognitive disabilities within culinary labs and commercial kitchen settings.

Basic academic and lab-based support strategies (e.g., note-taking, reading instructions, scribing, supporting task sequencing).

Effective communication techniques for interacting with individuals with diverse needs and abilities in a fast-paced learning environment.

Culinary Arts classroom and kitchen layouts to assist with mobility and safe navigation.

College and DSPS confidentiality requirements, including FERPA, ADA, and Section 504.

Ability to:

Interact professionally, respectfully, and supportively with students with various disabilities in a dynamic kitchen environment.

Follow faculty and staff direction and work independently within established DSPS and Culinary Arts procedures.

Maintain confidentiality and exercise sound judgment at all times.

Apply and reinforce safety, sanitation, and ADA/504 guidelines within culinary labs.

Communicate clearly and accurately, both orally and in writing, including relaying recipe steps or instructor demonstrations.

Learn and use relevant technologies, including assistive software, kitchen safety equipment, or digital instructional tools.

Report to work on a regular and consistent basis, as scheduled, to assigned job

Attend and participate in mandatory meetings, lab safety trainings, and DSPS workshops.

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EDUCATION/EXPERIENCE

Familiarity with assistive or adaptive tools used in culinary settings, such as modified utensils, grip aids, or visual/print accessibility tools preferred.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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