DEFINITION:

Under the limited supervision of a staff or faculty employee, a student usually performs the following duties:

(a) Modifies drawings, layouts, charts, graphs, figures, and floor plans.
(b) Creates letters, drawings, layouts, charts, graphs, and other materials using freehand and drafting techniques or software tools.
(c) Drafts illustrations.
(d) Creates architectural drawing layouts and assists with display work.

BASIC QUALIFICATIONS:

Artistic, drafting ability, and basic design knowledge, using standard drafting tools and pencil and ink techniques.

QUALIFICATIONS FOR STARTING AT STEP B:

One year's experience and enrolled in a related major.

LEARNING OUTCOMES*:

- Show an awareness of own strengths and areas for development.
- Seek and embrace development opportunities.
- Establish, maintain, and leverage relationships with people who can help one professionally.
- Voluntarily participate in further education, training, or other events to support one's career.
- Employ active listening, persuasion, and influencing skills.
- Communicate in a clear and organized manner so that others can effectively understand.
- Frame communication with respect to the diversity of learning styles, varied individual communication abilities, and cultural differences.
- Ask appropriate questions for specific information from supervisors, specialists, and others.
- Make decisions and solve problems using sound, inclusive reasoning and judgment.
- Gather and analyze information from a diverse set of sources and individuals to fully understand a problem.
- Proactively anticipate needs and prioritize action steps.
*Learning outcome descriptions from the National Association of Colleges and Employers (NACE).*

- Effectively communicate actions and rationale, recognizing the diverse perspectives and lived experiences of stakeholders.
- Keep an open mind to diverse ideas and new ways of thinking.
- Act equitably with integrity and accountability to self, others, and the organization.