

PERRY LOCAL SCHOOLS

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NOTICE OF POSITIONS WHICH ARE OPEN

INTERNAL AND EXTERNAL

CLASSIFICATION	LOCATION	REPORT TO	START DATE
Individual/Small Group Instructor	Perry High School	Principal Assistant Principals	August 2018

Minimum

- Holds/maintains required Ohio Department of Education credentials.

Qualifications:

- Displays flexibility, reliability, self-discipline and a willingness to take on challenging tasks.
- Effective communication, problem-solving and time management skills.
- Embodies high ethical standards/integrity. Accepts responsibility for personal decisions/conduct.
- Maintains a record free of criminal violations that would prohibit public school employment.
- Nonviolent Crisis Intervention (CPI) or similar training may be required for some assignments.

Essential

Functions:

1. Maintains a thorough understanding of subject matter and pedagogy. Organizes subject content and learning goals that support high levels of student achievement.

- Collaborates with teachers to clarify classroom interventions and assignments.
- Evaluates student academic needs and learning styles.
- Differentiates instructional techniques to effectively advance student learning.
- Writes/implements and documents Individualized Education Plans (IEP).
- Facilitates the integration of new technology in all areas of the curriculum.
- Uses formal/informal assessment strategies to monitor student progress. Provides effective feedback to students using formative/summative assessments.
- Uses a data-driven approach to analyze assessments and alter/enhance instruction and supports.
- Identifies alternative approaches/accommodations as needed (e.g., differentiated curricula, equipment adaptations, extended time, study guides, reading/transcribing assistance, etc.).
- Collaboratively resolves problems that impede student learning. Helps develop and implement evidence-based interventions that produce tangible benefits within defined time-frames.
- Facilitates/supports the least restrictive environment for the placement of students with disabilities.
- Works with staff to monitor intervention efficacy. Recommends modifications as needed.
- Advocates for students. Observes student demeanor. Investigates/reports atypical behavior.
- Helps students make appropriate choices and grow academically. Promotes creativity, critical-thinking, cultural awareness, democratic values, empathy, ethical conduct and self-reliance skills.
- Returns completed classroom assignments to teachers as directed.
- Keeps classroom teachers aware of student progress and emerging concerns.
- Proctors state and district testing activities. Upholds mandated security procedures.

2. Exemplifies professionalism. Fosters goodwill to enhance the district's public image.

- Acts in accordance with the *Licensure Code of Professional Conduct for Ohio Educators*.
- Complies with drug-free workplace rules, board policies and administrative guidelines/procedures.
- Contributes to an effective working environment. Performs all aspects of the job.
- Encourages community involvement in school-sponsored activities.
- Functions as part of a cohesive team. Develops mutually respectful relationships with co-workers.
- Keeps an acceptable attendance record and is punctual.
- Maintains a professional appearance. Wears work attire appropriate for the position.
- Participates in the development of best practices and advancement of academic standards.
- Respects privacy. Maintains the confidentiality of privileged information.

- 3. Maintains open/effective communications. Serves as a reliable information resource.**
 - Prepares and maintains accurate records. Submits required paperwork on time.
 - Provides prompt notification of personal delays or absences.
 - Refers policy interpretation questions to an appropriate administrator.
 - Uses active listening/problem-solving techniques. Respects diversity. Resolves issues tactfully.

- 4. Pursues opportunities to enhance personal performance.**
 - Keeps current with professional standards associated with work duties.
 - Updates personal skills as needed to use task-appropriate technology effectively.

- 5. Takes precautions to protect student and staff safety. Helps supervisors manage risks.**
 - Implements effective pupil management procedures. Provides appropriate student supervision.
 - Maintains high standards for appropriate conduct. Takes action to address harassment and/or aggressive behavior. Complies with administrative directives and federal/state laws when dealing with discrimination, inappropriate behavior, suspected child abuse or neglect.
 - Manages student behavior using positive behavioral support techniques.

- 6. Performs other specific job-related duties as directed.**
 - Helps implement workplace initiatives that advance organizational goals.

Internal Applicants: (SUBS AND NON-EMPLOYEES DO NOT APPLY FOR THIS JOB VIA THE EMAIL BELOW.)

[CLICK HERE TO SUBMIT A RESPONSE TO BE CONSIDERED FOR THIS POSITION](#)

External Applicants:

Apply online at <https://www.applitrack.com/perrylocal/onlineapp/>

DATE OF NOTICE: June 25, 2018

FILING DEADLINE: July 2, 2018