



VACANCY

Ohio State School for the Blind

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| <input type="checkbox"/> Exempt | <input checked="" type="checkbox"/> Overtime Eligible | <input checked="" type="checkbox"/> Permanent |
| <input checked="" type="checkbox"/> Non-Exempt from the Bargaining Unit | <input type="checkbox"/> Promotional Bid (Lateral Transfers) | <input checked="" type="checkbox"/> Full-Time |

Date Posted: May 27, 2010

Application Deadline: June 30, 2010

Position Title: Children's Teacher Aide 3

Position Control Number: 20010926

Vacancy Located At: Ohio State School for the Blind, 5220 North High Street, Columbus, OH 43214

Working Hours: Work according to school year calendar(185 days) **Minimum Salary:** \$14.53 Hour

Job Duties

Assists teachers of students (i.e., age 22 yrs. and under) which may be blind, visually and/or hearing impaired or multi-handicapped, in classroom academics and vocational educational by assisting teacher in preparing lesson plans (e.g., take attendance, assemble materials, set up classroom, store and care for equipment); tutors students as instructed by teacher. Assists in implementing IEP goals such as sensory and daily grooming skills. Monitors classroom absence of teacher to maintain discipline and insure students will carry out assignments as made by teacher. Supervises students in community (e.g., shopping, banking, and dining out) and at job sites. Escorts students to and from classrooms. Counsels students to provide for emotional, physical or personal needs. Prepares and creates instructional media in classroom. Sets-up, operates and/or monitors correct functioning of educational and adaptive equipment. Maintains accurate records of student's performance. Operates vehicle as required to transport students to and from various school-related appointments, functions and job sites. Attends in-service training sessions, student evaluation sessions, and serves on committees as assigned. Reviews student records as necessary to enhance personal understanding of each students current program.

Minimum Qualifications:

Must possess current Educational Aide Permit as issued by State Board of Education; 12 months experience in teaching assistance; 4 months of which involved assisting teacher in preparing lesson plans or equivalent. Must maintain valid Ohio Drivers License.

Conditions of Employment:

Employment is contingent upon successful completion of criminal background check (FBI/BCI). The final applicant for this position will be required to submit to urinalysis prior to appointment to test for illegal drug use. An applicant with a positive test result will not be offered employment. Unless otherwise instructed, submit a separate application or resume for each job opportunity posting in which you are interested. Enter the classification and position control number (pcn) of the position for which you are applying at the top of the front page of the application. You must demonstrate on your application how you meet the minimum qualifications for this position. Failure to do so will result in your application being screened out and you will not be granted an interview for this position.

Per the Ohio Revised Code 125.151(B), all newly hired employees will be required to sign up for direct deposit and have their compensation deposited directly to the financial institution of their choice. The selected candidate must obtain a TB test.

CONTACT: OSB/OSD Human Resources, 500 Morse Road, Columbus, OH 43214
Phone: (614) 644-5968; Fax (614) 995-7542

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