



VACANCY

Ohio School for the Deaf

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|-------------------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------|
| <input type="checkbox"/> Exempt | <input type="checkbox"/> Permanent Transfer | <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"/> Part-Time |

INTERNAL AND EXTERNAL APPLICANTS MAY APPLY

Date Posted: August 21, 2009 **Application Deadline:** Until Fill

Position Title: Pre-School Children Teacher Aide 3 (Part-time) **PCN:** 20010633,

Location: Ohio School for the Deaf, Alice Cogswell Center, 500 Morse Road, Columbus, Ohio, 43214

Working Hours: 7:00 a.m. – 6:00 p.m. Monday through Friday; set shift established in advance.

Minimum Salary: \$14.53Hour

Job Duties:

Supervises and cares for the physical and emotional needs of young children by creating a warm, nurturing classroom environment; attending to physical needs of preschoolers including meals, toileting, applying band-aids, dressing, etc., administering OTC or prescription medication in accordance with written procedures; interacting with children using positive language; modeling cooperative behavior that reflects mutual respect; dismissing students to parent/guardian according to policies; assuring student safety indoors and on the playground; supervising classrooms for short periods, if needed. Assists children in cognitive, motor, and linguistic skill development by serving as communication (ASL) role model; sharing books with children using ASL; engaging in play/learn activities including counting, labeling, classifying, role playing, and reading; assisting children in art activities including cutting, pasting, matching, finger-painting, and coloring; guiding children in gross motor play including climbing, running, jumping, swinging, and sliding; establishing routine and cultural expectations. Assists in planning and assessment activities by maintaining classroom equipment and materials; creating materials and classroom displays; observing children and noting progress on checklists and portfolios; identifying, following-up, and resolving daily classroom concerns; participating in parent conferences as requested; participating in family learning weekends as requested; writing notes to parent or in student progress log.

Qualifications: Must possess current Educational Aide Permit or be able to obtain one by the end of probationary period 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.

Agency Specific Minimum Qualifications: Fluent in American Sign Language at the Advanced level on the SCPI. Satisfactory report on physical health including tuberculosis screening.

Unusual Working Conditions: May work outside exposed to weather.

Conditions for Employment: Employment is contingent upon successful completion of criminal background check. 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.

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

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