



Employment Opportunity
Butler County Educational Service Center
December 20, 2019

POSITION: Home Instructor

DESCRIPTION: To deliver academic and behavioral instructional services to the students in their home setting and/or alternative site in a manner that is compatible with students learning and achievement.

QUALIFICATIONS:

- Bachelor's degree
- Valid Ohio Teaching License
- Preferred Ohio Intervention Specialist Teaching License
- Exemplary knowledge of pedagogical best practices and curriculum
- Proven ability to model a positive image in dress, behavior, language, and attitude
- Proven leadership and organizational skills
- Demonstrated ability to communicate effectively with districts, students and families
- Proven ability to foster collaborative efforts
- History of good job attendance
- Must pass criminal background checks and be free from communicable disease.

ESSENTIAL FUNCTIONS:

- Provide instruction and learning experiences which contribute to the psychomotor, cognitive, and affective development of each student.
- Work with districts and students in providing the necessary instruction needed in order for student growth and achievement to occur.
- Develop and provide academic and social emotional instruction that leads to success for each student.
- Use assessment tools to determine instructional levels as well as growth in academics.
- Use data regularly to make informed decisions.
- Prepare and maintain school records.
- Follow all laws/policies.
- Communicate with parents/guardians and school staff on a regular basis.
- Develop and implement Individualized Education Plans (IEP).
- Submit regular documentation as required.
- Confer with supervisors regarding progress, concerns and recommendations.
- Maintain records and files as required.
- Plan and organize own work to meet priorities.
- Meet deadlines (daily, weekly, monthly, quarterly, yearly).
- Participate in meetings, planning and evaluations when necessary.
- Maintain confidentiality at all times.

- Perform consistently as a team member with those involved with the students including therapists, case managers, program directors and supervisors, home school personnel, students, families and BCESC personnel.
- Model Positive Behavioral Intervention Support (PBIS) practices on a consistent basis.
- Report all client complaints to appropriate management personnel and take corrective action as directed.
- Comply with state and federal regulations that pertain to the position (e.g. OSHA, ADA, IDEA).
- Comply with any other duties that may be assigned by supervisors.

OTHER DUTIES AND FUNCTIONS:

- Serve as a positive role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings.
- Have awareness that his or her own physical and verbal behavior impacts the student's population either positively or negatively and act accordingly.
- Maintain professional relationships with all other BCESC and treatment program personnel, home school personnel, and all other stakeholder group members.
- Follow the written policies and procedures of the BCESC and the school district.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of: IEP procedures and Special Education law including FUBA and BIP, board policies and school procedures, current technology, and public relations

Ability to: Work successfully in a culturally diverse environment, implement policies and procedures, implement de-escalation techniques in a safe manner, follow instructions, communicate effectively, maintain files and reports, develop and implement IEP; build trust; lift moderate amounts of weight; bend, sit, stoop; and transport self to worksite.

Skills in: Word processing, spreadsheet, database, software applications, use of network functions, and other customary office and audio-visual equipment.

EQUIPMENT OPERATED:

Computer, copier, fax, telephone system, audio and video equipment.

ADDITIONAL WORKING CONDITIONS:

Occasional: Exposure to construction hazards, dust, electrical hazards, fumes, loud noise, traffic.

Periodic: Exposure to blood, bodily fluids and tissue, inclement weather driving conditions and severe weather.

Frequent: Exposure to unruly children/adults; travels to and gains access to workplace.

TERMS OF EMPLOYMENT:

Salary and work year as established by the Governing Board. The employee shall remain free of any alcohol or non-prescribed controlled substance use in the workplace throughout his/her employment in the District.

EVALUATION:

Performance of this position will be evaluated in accordance with provisions of the Board's/Agency's policy for professional staff.

STARTING DATE: As soon as possible
SALARY: Based upon the Governing Board approved Salary Schedule
WORK YEAR: As Needed
DEADLINE: Until Filled
APPLY TO: Apply by clicking: [Application](#)

The Butler County Educational Service Center is an equal opportunity employer. Applications will be accepted without regard to age, race, handicap, color, sex or national origin. The regulations of Title VI, VII (Civil Rights Acts of 1984), Equal Pay act of 1963, Americans With Disabilities Act, Title IX, and the Drug-free Schools and Communities Act of 1989 are followed. (If you need an accommodation to interview, contact Laura Theiss by the deadline.