



Employment Opportunity
Butler County Educational Service Center
March 18, 2019

2019- 2020 School year

POSITION: Math Tutor – St. Ann Catholic School - Hamilton

DESCRIPTION: A combination of remedial assistance, reinforced learning for mid-range students and enrichment activities for advanced students. Instruction varies from day to day with all eight grade levels. Tutoring may involve working with a single student, pairs, or groups of three, four, five or six. The math specialist will also work closely with the grade level teachers in the classroom to assist with special projects and/or hands-on activities. Use of class manipulatives is helpful, including but not limited to a variety of math facts flash cards, coins, calculators, dominos, protractor, ruler, compass, tape measure, etc.

QUALIFICATIONS:

- Bachelor's degree with strong math STEM background
- Experience in education or trained in preparation for working in education is also preferred.
- Being flexible, positive, patient and student focused is a necessity. In 2018-19 several of the enrichment activities incorporated K'nex, LEGOs, corrugated cardboard, string, PVC pipe, blocks, and more.
- Good attendance record.
- Valid driver's license and accessible to a personal insured vehicle during working hours.
- Must pass Criminal Records check and be free from communicable disease.

OTHER DUTIES AND FUNCTIONS:

- To serve as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings.
- To help instill in students the belief in and practice of ethical principles and democratic values.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Board policies and procedures, building policies and procedures, public relations, and state and federal reporting.

Ability to: Interpret policies and procedures, follow instructions, communicate effectively, maintain files and reports, collect data; schedule; and lift moderate amounts of weight.

Skill in: Basic math, English and communications.

EQUIPMENT OPERATED:

ADDITIONAL WORKING CONDITIONS:

Occasional: Exposure to unruly children/adults, blood, bodily fluids and tissue.

Frequent: Exposure to outdoor weather conditions during gross motor play. Exposure to blood, bodily fluids and tissue, unruly children/adults.

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 policy on Evaluation of Support Personnel.

STARTING DATE: August 2019
SALARY: \$27.00 per hour
WORK YEAR: Part time – 108 days – 3 days per week / 6 hours per day
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 Lori Thesken by the deadline.