

ELL TUTOR FOR KENTON CITY SCHOOLS

The Midwest Regional ESC is seeking a qualified candidate to fill the following position:

Position	Part-Time or Full-Time	Deadline to Apply	Start Date	Building/District Location	Special Requirements
ELL Tutor	Full-Time 5 days/week (M-F) 8:00 a.m. to 3:30 p.m.	Until Filled	8/3/2021	Kenton City Schools-All Buildings	Must hold, or have the ability to obtain, a valid ODE TESOL or Bilingual Education license or endorsement and be proficient in the Spanish language

If you have questions regarding the position and/or building assignment, please contact Craig Ludwig, Special Education Director at:

cludwig@mresc.org

HOW TO APPLY

- **Step #1** – Download an employment application from our website by clicking the application link below:

MRESC Application

- **Step #2** – Submit your completed application to:
Midwest Regional ESC
Attn: Jana Barhorst
129 East Court St.
Sidney, Ohio 45365

Or you may email the completed application to:

jbarhorst@mresc.org

English Language Learner (ELL) Tutor

- Reports to:** Local District Administrator, Director of Special Education, Assistant Director and/or other MRESC Director as designated by the Superintendent.
- Job Objectives:** Provides specialized instruction for the purposes of developing the students' ability to effectively perform courses of study in English and acquire the English language.
- Minimum** - Valid State of Ohio Teaching Certificate
- Qualifications:**
- Endorsement (PK-12) in TESOL (Teaching English to Speakers of Other Languages).
 - A clear record as determined by the Ohio Bureau of Criminal Identification and Investigation and/or the Federal Bureau of Investigation.
 - Demonstrate knowledge and understanding of child growth and development, effective instructional strategies, classroom management, learning assessment and diagnosis, and research related to English language acquisition.
 - Such alternatives to the above qualifications as the Board may find appropriate and acceptable.
- Responsibilities and Essential Functions:** The following skills and duties are representative of performance expectations. A reasonable accommodation may be made to enable a qualified individual with a disability to perform essential functions.
- Performs those activities as assigned to a regular classroom teacher as appropriate and applicable.
 - Plans, organizes, and provides instruction in English in the Ohio New Learning Standards and English Language Proficiency Standards (ELPS). Instruction must be consistent and coordinated with the assigned district(s)' instructional program so that students meet and exceed learning targets and the requirements outlined in the state and federal law.
 - Develops and delivers lesson plans utilizing a broad range of appropriate differentiated techniques and strategies addressing all aspects of communication that develop each student's ability to read, write, speak, and listen in content areas at levels that ensure learners meet or exceed learning targets, and allow English learners to meaningfully access the district's instructional program.
 - Administers academic and language assessments for the purpose of evaluating student's progress in meeting academic learning targets and progress in language acquisition. Maintains complete and accurate records of student's progress and evidence of growth and progress.
 - Provides a nurturing, supportive, and positive learning environment with high expectations that encourage student responsibility, enhance motivation, clearly communicate classroom routines, and incorporate challenging instructional strategies.
 - Facilitates frequent and effective home-school communication by coordinating: conferences; written communication; parent trainings and other meetings/events; and administrative support for childcare, interpreting, translations, etc.
 - Attends professional English Language Acquisition meetings as well as serves on building or district committees, and attends staff meetings as may be requested or as established by school policy.
 - Understands and complies with the policies, rules, and regulations regarding the English learners. Advocates for the program needs that are required to meet the learning needs of English learner.
 - Performs such other and not specifically enumerated duties as may be requested by the

MRESC Governing Board or the Board of Education at his or her assigned district, superintendent, principal or established by Board Policy, Ohio Law, or Ohio Department of Education rules and regulations.

- Provides referral to existing guidance and counseling as well as other support resources within the district where appropriate.
- Provides support and resource information to ESL tutors and classroom teachers.
- Participates in in-service and teacher training provided by the district.
- Meets with supervisor at regular intervals.
- Assigns grades to ESL students as directed.
- Understands and complies with the policies, rules, and regulations regarding the English learners.
- Advocates for the program needs that are required to meet the learning needs of English learner.
- Provides support and resource information to ESL tutors and classroom teachers.
- Assists in project implementation
- Protect the confidentiality of privileged information.
- Respond to concerns promptly, accurately, and tactfully.
- Respect the personal confidences and privacy needs of individuals.
- Participate in a variety of professional growth activities to keep current with changing laws and regulations.
- Display personal integrity, impartiality, respect, and courtesy.
- Complete all trainings required by the employer and assigned district(s).
- Perform other specific job-related duties as directed.

Abilities

- Demonstrating professionalism and exemplary personal conduct.

Required:

- Demonstrating leadership skills and the ability to advance the change process.
- Skillfully managing individual, group, and organizational interactions.
- Displaying enthusiasm for education and articulating a vision for the educational service center staffing needs.
- Delivering and maintaining a positive work environment.
- Demonstrating subject matter competence and teaching proficiency.
- Expressing ideas effectively using verbal and writing skills.
- Using interpersonal skills to promote a favorable image of the educational service center.
- Communicating an understanding of policies, programs, and goals to employees and the public.
- Making critical judgments and performing complex tasks independently.
- Organizing and managing time effectively.
- Reacting productively to interruptions and changing conditions.
- Displaying patience and flexibility with all individuals.
- Ability to travel to meetings and work assignments.
- Employee shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout his/her employment in the Center.

Supervisory Instructional aide(s) and volunteers as assigned.

Responsibility:

Working Exposure to the following conditions may range from remote to frequent

Conditions: based on circumstances and factors that may not be predictable.

- Potential for exposure to blood borne pathogens.
- Interaction with agitated or upset individuals.
- Duties may require operating and/or riding in a vehicle.
- Duties may require extended time using a computer terminal and keyboard.
- Duties require considerable telephone contact and paperwork.
- Duties require working under stress to meet schedules and deadlines.
- Duties may require working during the evening and/or weekend.