

**FAYETTE COUNTY BOARD OF DD**  
**POSITION POSTING**  
**Posting Date: April 24, 2018**

- Title:** **Instructor Assistant (Preschool)**
- Duties:** Fayette County Progressive Preschool is a 5 Star Step Up to Quality Rated Program. Work in a team atmosphere with professional and paraprofessional staff; work cooperatively with Instructor in general operations of classroom; load/unload school buses; collect data for the Early Learning and Development Assessment; develop lesson plans for small group instruction; assist children with all personal hygiene matters; participate actively in educational activities that develop cognitive, physical, emotional, and social skills in children between the ages of 3 to 5; maintain confidentiality; follow all FCBDD Positive Culture Support and Health & Safety policies and procedures; participate actively in Conscious Discipline training and implementation; maintain a positive relationship with outside agencies and parents/guardians. Individual must pass criminal background check as required by Ohio Revised Code; a pre-employment physical and drug screen, have an acceptable Motor Vehicle Record Score as required with CORSA; Complete training hours as required for Step Up to Quality and working with the classroom teacher to maintain an effective learning environment. Must be able to lift up to 50 pounds safely and regularly, stand, sit (on chairs and floor) and walk, bend, stoop, twist and stretch, push and pull. This position has a 180 day probationary period.
- Educational/Work** Associates or Bachelor's degree in a Early Childhood Education or closely related field preferred; possess or be willing to obtain and maintain registration/certification from Ohio Department of Education; applicants should have a strong working knowledge of persons with disabilities.
- Hours:** 8:45 AM to 3:15 PM Monday through Friday during 9 month school year.
- Compensation/  
Benefits:** Per pay schedule and based upon years of actual or related experience; sick leave; two personal days per year; PERS; medical / dental / vision / prescription coverage available (medical plan has shared cost by employee) on first day of month following date of hire.
- Supervisor:** Preschool Coordinator
- Starting Date:** August 2018 (date to be determined)

No telephone applications please. Submit application/resume'/letter of intent including salary requirements to: [ebrennfleck@fayettetdd.com](mailto:ebrennfleck@fayettetdd.com) or mail to: Elizabeth Brennfleck, Human Resources Director, Fayette County Board of DD, 1330 Robinson Road, Washington Court House, OH 43160

**The Fayette County Board of DD**  
**Is an Equal Opportunity Employer and Service Provider**