

# WELLINGTON EXEMPTED VILLAGE SCHOOLS

## VACANCY ANNOUNCEMENT

The following position is available for appointment. Applications for external hire will be accepted until filled. Eligible persons possessing the required qualifications and wishing to be considered for the job should apply in writing, by email, or online at the Ohio Department of Education Jobs website: (<http://education.ohio.gov/About/Education-Jobs>). If you are applying in writing, include a statement of qualifications with your application and send it to Edward Weber, Superintendent, 305 Union Street, Wellington, Ohio 44090, or email to [eweber@wellingtonvillageschools.org](mailto:eweber@wellingtonvillageschools.org).

**JOB TITLE:**                      **BUILDING SUBSTITUTE/TUTOR - FULL TIME  
(Multiple Positions)**

**ASSIGNMENT:**                **District (school assignment(s) to be determined)**

**QUALIFICATIONS:**

1. Valid Ohio Substitute teaching license or eligible to apply for a license.
2. Experience working with youth preferred.
3. Ability to communicate effectively with students, staff and parents essential.
4. Dependable and willingness to adapt to daily changes.
5. Pass BCI & FBI background checks.

**Please include the following with application:**

- Cover Letter
- Resume
- Reference List
- Copy of Certification/License

**DUTIES:** Per Job Description

**TERMS:** One-Year Contract

**WAGES:** Daily Rate Determined Annually

(March 27, 2020)

**It is the policy of this District that no candidate for a position in this District shall be discriminated against on the basis of race, color, religion, national origin or citizenship status, creed or ancestry, age, gender, marital status, non-disqualifying disability, height, or other protected categories.**