

EVANSTON TOWNSHIP HIGH SCHOOL

District #202

1600 Dodge Avenue

Evanston, IL 60204

www.eths202.org

POSITION: Behind the Wheel (BTW) Instructor- Drivers Education

REPORTS TO: Physical Education, Wellness and Drivers Education Department Chairperson

Purpose Statement:

The Behind the Wheel (BTW) Co-Instructor will provide in-car driver training to high school students enrolled in the Driver Education program at Evanston Township High School. This position focuses exclusively on behind the wheel instruction and does not include classroom teaching. The instructor will work in collaboration with the Driver Education staff to ensure students meet the Illinois Secretary of State's requirements for BTW instruction and develop the skills necessary to become safe, responsible drivers.

Minimum Qualifications:

- Valid Illinois Professional Educator License (PEL) with Driver Education endorsement.
- Meet Illinois Secretary of State requirements for Behind the Wheel instruction.
- Strong communication and interpersonal skills.
- Ability to provide constructive feedback in a supportive manner.
- Knowledge and experience in Google Sheets platform
- Commitment to student safety and well-being.

Essential Job Functions:

- Provide direct, in-car driving instruction to students in accordance with Illinois Secretary of State requirements.
- Deliver safe, structured, and developmentally appropriate driving lessons.
- Teach and reinforce key driving competencies, including:
 - Basic vehicle control and operation
 - Defensive driving strategies
 - Hazard recognition and response
 - Parking, turning, lane changes, and highway driving
 - Adherence to Illinois traffic laws and safe driving practices
- Maintain accurate records of student progress and completed driving hours as required by state regulations.
- Monitor and ensure the safety of all students during instruction, intervening as necessary to prevent unsafe situations.
- Collaborate with Driver Education teachers and department staff to schedule and coordinate driving sessions.
- Communicate with students in a clear, supportive, and professional manner.
- Follow all ETHS policies, procedures, and state regulations related to student safety, confidentiality, and instructional requirements.

TERM OF EMPLOYMENT: Part Time/Hourly.

Approximately 18 drive sessions per semester (schedule to be determined with the Driver Education team)