



EMPLOYMENT VACANCY

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| POSITION: | Dental Assistant Program Instructor - Part-Time as needed – Adult Education |
| STARTING DATE: | Negotiable |
| REPORTS TO: | Department Coordinator |
| SALARY: | Negotiated based on experience |
| WORK DAYS: | Days/Evenings as needed to meet the needs of the program schedule |
| MINIMUM REQUIREMENTS: | <ul style="list-style-type: none">▪ Minimum three (3) years of experience in dental office/facility within the last five (5) years▪ Valid Ohio Dental Assistant Radiographer's license▪ Experience in the education of adults preferred▪ Computer skills a must and experience with dental office software preferred▪ Demonstrates a record free of criminal violations that would prohibit public school employment |
| DESIRABLE REQUIREMENTS: | <ul style="list-style-type: none">▪ Evidence of strong skills in planning, meeting deadlines, and working with a team of professionals to achieve measurable results related to delivery of curriculum, student success in program completion and certification obtainment▪ Organizational and time-management skills, keen attention to detail, high initiative and self-direction, ability to multi-task, tolerance for stress and interruptions▪ Ability to maintain confidentiality, pride in workmanship▪ Strong computer skills▪ Ability to communicate effectively, orally and in writing▪ Committed to making and keeping EHOVE an exceptional community organization, committed to improvement and maintaining positive relationships with staff, students and community members |
| APPLICATION DEADLINE: | Until Filled |
| HOW TO APPLY: | Applications available on our website: www.ehove.net , Menu, EHOVE Jobs ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED Cover letter should be addressed to: Mrs. Erika Beckman, Assistant Superintendent |
| DATE POSTED: | November 11, 2025 |

EHOVE Career Center, 316 West Mason Road, Milan, OH 44846

☎ 419.499.4663 ☎ www.ehove.net

AN EQUAL OPPORTUNITY EMPLOYER

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