



Accepting applications for the position of

## **Part-time Aspire Instructor for Adult Workforce Education at the Geauga Ohio Means Jobs**

Auburn Career Center is a public high school that provides career-technical training and academic courses for high school student grades 11-12. In addition, Workforce Education Department offers training and educational opportunities for adults.

Starting Date: ASAP

Salary: Hourly

Reports to: Aspire/GED Coordinator

Work Week/Year: Part Time August through June

Minimum Requirements: A desire to teach adult learners basic academic skills in preparation for the GED test, which requires the teaching of reading, mathematics and language. Assist students that have a high school diploma to increase their basic skills so that they can enter job training or post-secondary education. Attend a new teacher orientation, LD training and other required professional development activities. This is a 5 hours a week.

Qualifications: Qualified applicant must have at least a Bachelor's Degree, preferably in Education. Applicant must obtain a current teaching certificate or qualify for Ohio Department of Education Adult Permit. Must be computer literate and have excellent class management skills.

Apply to: Application can be found at [www.auburncc.org](http://www.auburncc.org) (employment). Submit completed application, letter of interest, resume, transcripts, and reference letters.