MAPLE HEIGHTS CITY SCHOOLS

5740 Lawn Avenue
Maple Heights, Ohio 44137

Official Notice of Vacancy from the Personnel Department

Posting Date: November 4, 2026
Openings for 2026-2027 School Year
Home Instruction Academic Tutors

Position Title: **Academic Tutors**: Maple Heights City Schools

Job Details: Part-Time; up to 27.5 hours per week at $35.00/Hour.

Qualifications:

- Bachelor's degree in a relevant teaching area is required
- 2 years experience desired but not required
- Current State certification/licensure in appropriate teaching area
- Knowledge of State Standards
- Proficiency in MS Office and Google Suite
- Successful completion of federal and state criminal background checks
- Ability to use discretion in managing confidential information
- High quality written and verbal communication skills
- Provide instruction via technology and/or meeting at neutral public locations

Overview: **Maple Heights City Schools** is seeking highly qualified **Home Instruction Academic Tutors** dedicated to providing a superior education for all students. The ideal candidate will join a staff of passionate education professionals, eager to create an inspiring and nurturing learning environment that prioritizes student engagement and achievement.

The **Home Instruction Academic Tutor** will plan and implement goals and objectives, curricula, for students. For students with disabilities, the Tutor will assist the general education teacher in modifying curriculum and instruction. He/she will work as part of a team with regular classroom teachers and administrators to ensure that intervention and enrichment supports are provided to students to assist with closing the achievement gap. The successful candidate will be responsible for utilizing data to make instructional decisions for individualized student interventions. The successful candidate will be responsible for maintaining the educational records of students and progress monitoring. The successful candidate should demonstrate a knowledge and ability to work with a variety of students while implementing effective classroom management strategies to create a structured learning environment. (**Detailed job description available on Applitrack)** Those interested in applying must submit an application through **Applitrack** found at www.mapleschools.com under Department/Personnel.

Please address all electronic correspondences to Tajuana Hunnicutt , Director of Personnel.
Application Deadline for the position: Until Filled

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Olympia Della Flora

Olympia Della Flora, Superintendent