

**Vantage Career Center
Student Services Supervisor**

Dates of Posting Friday, May 3 – Thursday, May 9 (five-internal working days)
Thursday, May 9 – Wednesday, May 22 (external days)

Position: Student Services Supervisor

Start Date: July 1, 2019

Application Deadline: **Wednesday, May 22, 2019 at 4:00 p.m.**

Job Objective: Directs the planning, delivery, assessment, and ongoing improvement of student services programs. Provides support and supervision for implementation of high school academic instructional programs and services.

Minimum Requirements

- Valid state department of education administrative license/certificate appropriate for the position.
- Keeps current with technology and other workplace innovations that support job functions
- Successful teaching and/or counseling experience
- Effective organizational, planning, and project management skills
- Ability to identify, evaluate, and implement program options, auxiliary services, and curricular materials that support the diverse learning needs of students
- Possess communication skills necessary to read, analyze, and interpret data and information, including being able to speak effectively to small and large groups and to communicate clearly and concisely both orally and in writing to all stakeholders, including associate schools
- Meets all mandated health requirements (e.g. negative tuberculosis test, etc.)
- A record free of criminal violations that would prohibit public school employment
- Complies with drug-free workplace rules and board policies

Interested applicants should send a completed Vantage Career Center Employment application, letter of interest, resume, transcripts, copy of certifications and three letters of reference by Wednesday, May 22, 2019 to:

Rick Turner, Superintendent
818 N. Franklin Street, Van Wert, OH 45891
turner.r@vantagecareercenter.com

No later than 4:00 p.m. Wednesday, May 22, 2019

**Vantage Career Center certified employment applications can be found at www.vantagecareercenter.com

Vantage Career Center is an Equal Opportunity Employer

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, military status, ancestry, genetic information (collectively, "Protected Classes"), or any other legally protected category, in its programs and activities, including employment opportunities. The Vantage Career Center Administration reserves the right to not fill this position.