



VACANCY

Ohio Department of Education (OSSB, OSD)

<input checked="" type="checkbox"/> Non-Exempt from the Bargaining Unit	<input checked="" type="checkbox"/> Internal and External Applicants	<input checked="" type="checkbox"/> PART-Time
	<input checked="" type="checkbox"/> Permanent	
	<input checked="" type="checkbox"/> Overtime Eligible	

Date Posted: March 23, 2009

Application Deadline: Until Filled

Position Title: Parent Mentor (PART TIME) PCN: 20010592

Location: Ohio School for the Deaf, 500 Morse Road, Columbus, Ohio, 43214

Working Hours: Works according to assigned hours Minimum Salary: \$16.35/hour

Job Duties: Maintains parent mentor program by establishing or supporting parent networking; promoting parent mentor activities, including training of general education mentors about the unique needs of deaf students and their parents; coordinating family learning weekends on and off-site; clarifying program policies, best practices, and procedures on Special Education Law to families and district personnel; responding to phone and letter inquiries from parents of deaf students statewide, answering complex questions and handling information confidentially; providing on-site support as needed; meeting with parents and participating in planning meetings (i.e., IEP, IFSP, MFE., etc.) with local school districts/preschool providers; providing Parent Education and staff in-service workshops on deaf culture, the unique needs of deaf children, IEP processes/procedures, and parent rights; working with outreach administrator/outreach team to develop budget; completing reports as required. Provides public relation duties by collaborating with community agencies, deaf related organizations, and other schools to align work and build positive relationships with others; making home visits to build rapport with families, providing parent information and referral for community services; improving and increasing parent/professional partnership through meeting regularly with other parent mentors, as well as obtaining and distributing materials/resources to parents of children with disabilities and district personnel.

Minimum Qualifications: 9 months training or 9 months experience in office practices & procedures; 9 month training or 9 months experience in public relations or customer service that included techniques for handling difficult people.
-Or equivalent of Minimum Qualifications for Employment noted above.

Agency Specific Minimum Qualifications: Must have experience working with young children and their families. American Sign Language (SCPI rating at intermediate preferred or within one year of hire). In accordance with parent mentor guidelines, must be a parent of a deaf, deaf-blind, or hard-of-hearing child.

Conditions for Employment:

Employment is contingent upon successful completion of BCI/FBI criminal background check. The final applicant for this position will be required to submit to urinalysis prior to appointment to test for illegal drug use. An applicant with a positive test result will not be offered employment. Unless otherwise instructed, submit a separate application or resume for each job opportunity posting in which you are interested. Enter the classification and position control number (pcn) of the position for which you are applying at the top of the front page of the application. You must demonstrate on your application how you meet the minimum qualifications for this position. Failure to do so will result in your application being screened out and you will not be granted an interview for this position.

Per the Ohio Revised Code 125.151(B), all newly hired employees will be required to sign up for direct deposit and have their compensation deposited directly to the financial institution of their choice.

Contact: Human Resources, 500 Morse Road, Columbus, OH 43214
(614) 728-4052

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