

**Jim Grubbs**  
Superintendent

**GALION CITY SCHOOLS  
NOTICE OF CERTIFIED POSITION OPENING  
2017-2018 CONTRACT YEAR**

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*Date of Posting: February 13, 2017  
Deadline for Application: Until Filled*

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**Charlene Parkinson**  
Treasurer

Description of position: Elementary Teacher

Qualifications for position: Early Childhood, PK-3, Elementary 1-8

Preferred Qualifications for position: Reading Endorsement

**Duties:**

1. Meets and instructs assigned classes in the locations and at the times designated.
2. Plans a program of study that meets the individual needs, interests, and abilities of the students.
3. Creates an environment that is conducive to learning and appropriate to the maturity and interests of the students.
4. Prepares for classes assigned, and shows written evidence of preparation upon request of immediate supervisor.
5. Guides the learning process toward the achievement of curriculum goals - establishes clear objectives for all lessons, units, projects and the like to communicate these objectives to students.
6. Employs a variety of instructional techniques and instructional media in daily lessons.
7. Strives to implement by instruction and action the district's philosophy of education and instructional goals and objectives.
8. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
9. Maintains accurate, complete, and correct records as required by law, district policy, and administrative regulations.
10. Assists the administration in implementing all policies and rules governing student life and conduct, and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
11. Other duties as assigned by Principal/designee

**Paul Wheeler**  
Director of Academics &  
Federal Grants

**Jennifer Allarding**  
Director of Teaching &  
Learning

**Cindy Parrott**  
Special Education  
Coordinator

Salary: Per salary schedule as adopted by the Galion City Schools Board of Education

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**Internal Candidates**

Please send e-mail of interest to Jennifer Allarding at:  
[allarding.jennifer@galionschools.org](mailto:allarding.jennifer@galionschools.org)

**External Candidates**

Please complete and submit a certified application, letter of interest,  
resume, references, and copies of certifications to:  
[human.resources@galionschools.org](mailto:human.resources@galionschools.org)

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Description of position: Pre-School/Intervention Specialist Teacher

Qualifications for position: Early Childhood or PK-3 and Early Childhood Intervention

Preferred Qualifications for position: Reading Endorsement

**Duties:**

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2. Plans a program of study that meets the individual needs, interests, and abilities of the students.
3. Creates an environment that is conducive to learning and appropriate to the maturity and interests of the students.
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