



**DATE POSTED: JANUARY 31, 2024**  
**APPLICATION DEADLINE: OPEN UNTIL FILLED**

**VANGUARD-SENTINEL CAREER & TECHNOLOGY CENTERS POSITION NOTICE**  
(vacancy for the 2023-2024 school year)

**POSITION:** Aspire Instructor

**LOCATION:** Vanguard Adult Workforce Development Center, Fremont  
Aspire Locations in Ottawa, Sandusky, and Seneca Counties

**MINIMUM QUALIFICATIONS:** Possess a Bachelor's Degree and Ohio Educator License or Ohio Adult Education Permit. Positive background checks (BCI/FBI) and a valid Ohio Driver's license are mandatory. Excellent interpersonal, verbal, and written communication skills are desired traits. The ability to teach math, reading, writing, language, and technology skills is essential. Proficiency in Microsoft Word, Excel, PowerPoint, internet, and email is required. Experience in education is strongly preferred.

**GENERAL DESCRIPTION:** Aspire Instructors provide instructional services in-person and online to students of the Vanguard-Sentinel Aspire Program to help them achieve their educational goals. Instructors are responsible for developing standards-based lessons aligned to Aspire curriculum and instructing students during weekly classes. Other responsibilities include: facilitating student goal-setting, accommodating various learning styles and skill levels using evidence-based teaching strategies, managing the classroom learning environment, conducting formal and informal student assessments, evaluating lesson effectiveness, maintaining accurate records of student data, managing student files, completing monthly data reporting tasks, and following up with students. Participating in professional development according to Ohio Aspire policy is required.

**WORK WEEK/YEAR:** Part-time, as needed.

**SALARY:** At the Board approved rate.

**BENEFITS:** State Teachers Retirement System (STRS) pension.

**STARTING DATE:** 2023-2024 school year

**APPLY TO:** Emily Woodland, Aspire Coordinator  
1306 Cedar Street, Fremont, Ohio 43420  
[ewoodland@vsctc.org](mailto:ewoodland@vsctc.org)  
419-334-6901 ext. 2703  
Submit a completed Teaching Employment Application, resume, college transcripts, and current State of Ohio educator licenses if applicable.

*Title VI, VII (Civil Rights Act of 1974), Equal Pay Act of 1963, Title IX & Section 504 Regulations are followed.  
According to ORC 3319.311 a criminal records check is required prior to employment.*