



## GALION CITY SCHOOLS

Jennifer Allarding, *Superintendent*  
Charlene Parkinson, *Treasurer*  
Cindy Parrott, *Student Services Director*  
Melisa Watters, *Director of Instruction*

### GALION CITY SCHOOLS

### NOTICE OF 3 DAY EMERGENCY

### CERTIFIED POSITION OPENING

### 2023-2024 CONTRACT YEAR

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*Date of Posting: July 6, 2023*  
*Deadline for Application: July 10, 2023*

Description of Position: High School Business Teacher

Required Qualifications: Valid Ohio Teaching License- Career Technical (4-12) - Integrated Business, Accounting

Preferred Qualifications: 18 Hours above Bachelor's Degree in Content Area

#### 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.

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

#### Internal Candidates

Please send e-mail of interest to Melisa Watters at  
[watters.melisa@galionschools.org](mailto:watters.melisa@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)