

ALABAMA INSTITUTE FOR DEAF AND BLIND



Established 1858

www.aidb.org

P. O. Box 698 • Talladega, Alabama 35161

POSITION AVAILABLE

RE-ADVERTISED 2/18/2011

R-2223 Position ID #101200

Posting Date: August 25, 2010

POSITION: Part-Time Tutor (As-Needed) – At-Risk Program Grant Funded
(2010-2011 School Year)
Alabama School for the Blind

JOB DESCRIPTION: To tutor students who need additional help with homework and enrichment educational activities across the curriculum.

POSITION REQUIREMENTS:

- Preference will be given to person with educational degree and experience.
- Strong knowledge of and ability to utilize English.
- Must have experience interacting with blind children.
- Must have knowledge of assistive devices for the visually impaired
- Must be willing to work flexible hours.
- Must possess excellent interpersonal skills to work collaboratively with teachers, administrators, students, and parents.
- Must be able to respond effectively and positively to feedback.
- Must have knowledge of computers and instructional software.
- The successful applicant must submit to a criminal history background information check including, but not limited to FBI and ABI record repositories. Upon offer of employment, the applicant must present a non-refundable fee of \$54.15 and appear for scheduled finger appointment.

AIDB is sensitive to the needs of Blind or Visually Impaired and Deaf or Hard of Hearing and will make reasonable accommodations for qualified applicants and employees that do not impose undue hardship and are not essential functions of the job.

PERFORMANCE RESPONSIBILITIES:

- Provide tutorial services for individual students participating in the OJJDP At-Risk Grant program.
- Reinforce goals and objectives on each student's IEP.
- Enforce standards for behavior and provide discipline measures according to the standards set by school policy.
- Maintain accurate records and reports for tutorial sessions.
- Use instructional computer software to enhance tutorial lessons.
- Determine needs of each student and select appropriate resource materials.

*For More Information Contact:
Alabama Institute for Deaf and Blind*

*Daniel L. Wirth
Coordinator Recruitment and Employment
256-761-3302 Voice/TDD - 256-761-3372 Fax
wirth.daniel@aidb.state.al.us*

*Marsha G. Martin
Director Human Resources
256-761-3311 Voice/TDD
martin.marsha@aidb.state.al.us*

AIDB IS AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

ALABAMA INSTITUTE FOR DEAF AND BLIND

- Other related duties as assigned.

SALARY: \$12.27 per hour Scale SI Rank HS (Non-certified)
 \$18.40 per hour Scale PH Rank 01 (Certified)

Direct deposit is required.

This is an exempt position, and is not subject to overtime or compensatory provisions of the Fair Labor Standards Act.

DEADLINE FOR APPLICATION: Open Until Filled

We take our applicants through referrals by the Alabama Career Center. Please visit your local Alabama Career Center to see if you qualify.

This position is funded by a grant award, funded by revenue generated, necessary for compliance or provides direct service delivery.