

VACANCY

Byron Center Public Schools Driver's Education Instructor(s)

Job Summary: Under general supervision, performs a variety of duties related to driver education, driver observing and training, liaison with parents, teachers, and principals and interface with drivers and management in order to provide efficient, economical, and safe transportation for students

MAJOR RESPONSIBILITIES:

- Training and evaluation of potential new drivers.
- Training and re-training of drivers and monitors skills.
- Substitute driving or monitoring any route when needed.
- Provide assistance to drivers and monitors with behavior modification.
- Evaluation and assistance with special education needs.
- Route scheduling along with on-site, stop and route review.
- Provide a positive image for Byron Center Public Schools.
- Assist in student education programming.
- Liaison between driver and monitor for schools, parents, and management.
- Assist drivers and monitors in writing up accident reports, disciplinary forms, incident reports, and route descriptions.
- Assist drivers in finding their own solutions for problems.
- Diffusing crisis situations.
- Prepare all reports as necessary.
- Other duties as assigned.

QUALIFICATIONS:

- Current, up to date Drivers Education Certificate
- Full background criminal history check
- Strong communication and interpersonal skills
- Desire to be a team player
- Ability to work well with students, staff & parents
- High degree of leadership skills

SCHEDULE: Two (2) Sessions: June 14-July 2 and July 12-July 30

WAGE: \$26.45/hour

Note: Vehicles are provided for instruction

Apply On-Line at:

www.applitrack.com/kent/onlineapp

Posted: April 16, 2021 – April 30, 2021

Byron Center Public Schools is an equal opportunity educational institution. It is our expressed policy that no person shall be unlawfully excluded from participation, be denied benefits of, or otherwise subjected to discrimination in employment on the basis of race, color, religion, marital status, national origin, sex, age or handicap/disability in its activities or programs as required by Title VI, Title IX and Section 504. Any person believing that the Byron Center Public Schools or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title IX of the Education Amendment Act of 1972, (2) Section 504 of the Rehabilitation Act of 1973, (3) the Age Discrimination Act of 1975, and (4) Title II of the Americans with Disability Act of 1990 may bring forward a complaint, which shall be referred to as a grievance, to Erin Tacoma, the local Coordinator at the following address: 8542 Byron Center Ave, Byron Center, MI 49315. Phone (616) 878-6100.

Administration Office

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