



LEWIS COUNTY SCHOOLS

239 Court Avenue
Weston, West Virginia 26452
Telephone (304) 269-8300
Fax (304) 269-8305

Superintendent
Dr. Robin Lewis

Board of Education
James Flesher, President
Phyllis Hinterer, Vice President
Michael Holden
David Bush
Kenny Lowther

September 16, 2020

Job Posting List

Postings are located in the Personnel Office, second floor, job hotline (269-8300 ext. 9), and the Lewis County Board of Education web site: <http://lewisboe.com/page/boe/employment>

Specific Job Descriptions for all postings can be viewed or secured at the Board Office upon request and the Lewis County Board of Education website.

PROFESSIONAL VACANCIES:

1. Itinerant Speech/Language Pathologist (Posting #767) **Reposted**
2. Transitional/In-School Suspension Teacher, Robert L. Bland Middle School (Posting #788) **Reposted**
3. Spanish Teacher, Lewis County High School (Posting #900) **Reposted**
4. Itinerant Elementary Guidance Counselor, Jane Lew School (Posting #902) **Reposted**
5. Grade 6 Classroom Teacher, Robert L. Bland Middle School (Posting #910) **Reposted**
6. Grade 7/8 English/Language Arts Teacher, Robert L. Bland Middle School (Posting #915) **Reposted**
7. Preschool /Preschool Special Needs Teacher, Jane Lew Elementary School (Posting #916) **Reposted**

SERVICE VACANCIES:

1. Cook, Robert L. Bland Middle School (Posting #503)
2. Cook, Lewis County High School (Posting #504)

EXTRACURRICULAR PROFESSIONAL VACANCY:

1. Remedial Specialist, St. Patrick's School (Posting #1000) **Reposted**
2. Medicaid Coordinator, Lewis County Schools (Posting #1003)

Application Deadline: September 22, 2020 – 3:30 P.M. EST



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REPOSTED

POSTING NUMBER: 767

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL VACANCY

POSITION: Itinerant Speech/Language Pathologist

QUALIFICATIONS:

1. Must Possess Valid West Virginia Certification in Speech/Language Pathology
2. Will consider Speech Assistant Speech/Language Pathologist if no certified applicant applies
3. Speech Assistant will be employed for one year only and must satisfy WV Permit requirements

SALARY: Commensurate with Certification and Experience

FUNDING: General Account

TERM: 200 Days (pro-rated for the 20-21 school year)

AVAILABLE: Upon Board Action

APPLICATION DEADLINE: September 22, 2020 - 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley, Personnel Director

Lewis County Schools operates as an equal opportunity institution and will not discriminate on the basis of race, national origin, religion, gender, marital or family status, age, or disabling conditions in its activities, programs, or employment practices as required in Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990. For information about your rights or grievance procedures, contact the county Title IX Coordinators, Kyre-Anna Minney or Aaron Radcliff, or your county Section 504/Americans with Disabilities Act Coordinator, Kyre-Anna Minney, Lewis County Schools, 239 Court Avenue, Weston, WV 26452, 304-269-8300



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Reposted

POSTING NUMBER: 788

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL VACANCY

POSITION: Transitional/In-School Suspension (ISS) Teacher

LOCATION: Robert L. Bland Middle School

CERTIFICATION: West Virginia Teacher Certification, Special Education preferred

REQUIREMENTS:

- 1.. Experience or knowledge in working with At-Risk students
2. Experience or understanding in working with Behavioral Management Plans

JOB DESCRIPTION:

1. Supervise students assigned to Transitional/ISS
2. Provide academic support individually and in groups
3. Maintain and support a structured and disciplined learning environment
4. Complete reports and record keeping related to students assigned to Transitional/ISS
5. Provide behavioral support individually and in groups
6. Work cooperatively with administration, teachers, and parents
7. Attend available relevant training in behavior management topics: social skills, decision making, conflict resolution, etc.
8. May be assigned to other instructional and/or supervisory duties if no Transitional/ISS student is present

SALARY: Commensurate with Certification and Experience

FUNDING: General Account

TERM: 200-days – pro-rated for the 2020-2021 school year

REPORTS TO: Principal

AVAILABLE: 2020-2021 school year

APPLICATIONS DEADLINE: September 22, 2020 – 3:30 P.M., EST

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Melissa A. Riley, Personnel Director

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REPOSTED - POSTING NUMBER: 900

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL VACANCY

POSITION: Spanish Teacher

LOCATION: Lewis County High School

QUALIFICATIONS: Must Possess West Virginia Certification Spanish 9-12. If no certified applicant applies, will consider applicants eligible for permit or out-of-field authorization

SALARY: Commensurate with Certification and Experience

FUNDING: General Fund

TERM: 200-days (pro-rated for the 20-21 school year)

AVAILABLE: Upon Board Action

APPLICATION DEADLINE: September 22, 2020 - 3:30 P.M.

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley Personnel Director

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REPOSTED
POSTING NUMBER: 902

September 16, 2020

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ANNOUNCEMENT OF PROFESSIONAL VACANCY

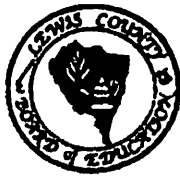
- POSITION:** Itinerant Elementary Guidance Counselor – Jane Lew Elem.
- CERTIFICATION:** Hiring Order Preference
1. WV Professional Support Certification Elementary Counseling, or
 2. Eligible for a WV Professional Support Certificate Elementary Counseling, or
 3. Eligible for WV Professional Support Permit Certificate Elementary Counseling, or
 4. Eligible for a WV Professional Support Out-of-Field Authorization Certificate Elementary Counseling
- DUTIES:**
1. Will work with individual pupils and groups of pupils in providing developmental, preventive and remedial guidance and counseling programs to meet academic, social, emotional and physical needs
 2. Will provide consultant services for parents, teachers and administrators
 3. Will provide leadership in the Developmental Guidance activities for the School-to-Careers Initiative.
 4. Coordinate referrals to community agencies – mental health, human services, etc.
 5. Will coordinate testing programs for all students.
 6. Other duties assigned by school(s) administration.
- SALARY:** Commensurate with Certification and Experience
- FUNDING:** General Account
- TERM:** 200-Days (pro-rated for the 20-21 school year)
- AVAILABLE:** Upon Board Action

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST.

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley Personnel Director

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**POSTING NUMBER: 910
REPOSTED**

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL VACANCY

POSITION: Grade 6 Classroom Teacher
LOCATION: Robert L. Bland Middle School
CERTIFICATION: Must Possess WV Certification in Elementary Education
SALARY: Commensurate with Certification and Experience
FUNDING: General Account
TERM: 200-days (pro-rated for the 20-21 school year)
AVAILABLE: Upon Board Action

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley, Personnel Director

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POSTING NUMBER: 915 - Reposted

September 16, 2020

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ANNOUNCEMENT OF PROFESSIONAL VACANCY

POSITION: Grade 7/8 English/Language Arts Teacher

LOCATION: Robert L. Bland Middle School

CERTIFICATION: Must Possess West Virginia Certification to teach English/Language Arts 7/8

QUALIFICATIONS:

1. Possess the ability to effectively instruct language, comprehension, reading, spelling, listening/speaking, writing and study skills grades 7/8
2. Possess effective communication skills needed to cooperate with English/Language Arts Teachers across grades 7/8
3. Possess a willingness to work with English/Language Arts teachers in identification of individual student weaknesses
4. Possess the ability to design and implement a variety of Instructional techniques needed to enrich individual student weaknesses
5. Possess the ability to chart and maintain individual student Progress records within the English/Language Arts classes and state assessment results

SALARY: Commensurate with Certification and Experience

FUNDING: General Account

TERM 200-Days – pro-rated for the 2020-2021 school year

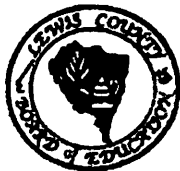
AVAILABLE: 2020-2021 school year

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa Riley, Personnel Director

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POSTING NUMBER: 916

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL VACANCY- REVISED

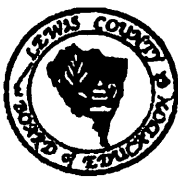
- POSITION:** Preschool / Preschool Special Needs Teacher
- CERTIFICATION:**
1. Must possess a valid WV Preschool and Preschool Special Needs Teaching Certificate
 2. Will consider applicants eligible for a permit or out-of-field authorization if no fully certified applicant applies
- QUALIFICATIONS:**
1. Experience working with special needs children and IEP development
 2. Experience working with early childhood programs
 3. Training in High Scope or Creative Curriculum (preferred)
 4. Experience in developing/implementing parental involvement programs
 5. Strong oral and written communication skills
 6. Knowledgeable of current research related to preschool programs
 7. Working knowledge of WV State Board Policy 2525
- DUTIES:**
1. Plan and implement a preschool program for 4-year olds
 2. Willingness to participate in related staff development as directed
 3. Assist in writing reports and projects as necessary
 4. Make home visits
 5. Work collaboratively with Headstart
 6. Implement Headstart requirements for preschool programs
 7. Other duties assigned by the principal, Directors of Federal Programs or Director of Special Education
- REPORTS TO:** School Principal, Director of Federal Programs and Special Ed. Director
- SALARY:** Commensurate with Certification and Experience
- FUNDING:** General Account
- TERM:** 200-days – pro-rated for the 2020-2021 school year
- AVAILABLE:** 2020-2021 school year

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley, Personnel Director

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POSTING NUMBER: 503

September 16, 2020

ANNOUNCEMENT OF SERVICE VACANCY

POSITION: Cook

LOCATION: Robert L. Bland Middle School

QUALIFICATIONS: As per State and County Regulations. Those presently employed or on the Cook Substitute List will be given preference as provided by West Virginia Code 18A-4-8b.

1. Must be able to perform cook duties.
2. Must hold or be able to acquire a valid health card issued by the Lewis County Health Department.
3. Must have cook's in-service training and cook competency test if not already classified as a cook.

SALARY: As provided in West Virginia Code 18A-4-8 and 18A-4-8a.

FUNDING: General Account

TERM: 200-Days (pro-rated for the 2020-2021 school year)

SCHEDULE: 7:00 A.M. – 2:00 P.M.

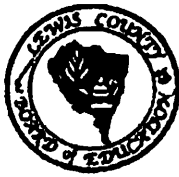
AVAILABLE: Upon Board Action

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa Riley, Personnel Director or
Cynthia Nesselrode, Food Service Director

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POSTING NUMBER: 504

September 16, 2020

ANNOUNCEMENT OF SERVICE VACANCY

POSITION: Cook

LOCATION: Lewis County High School

QUALIFICATIONS: As per State and County Regulations. Those presently employed or on the Cook Substitute List will be given preference as provided by West Virginia Code 18A-4-8b.

1. Must be able to perform cook duties
2. Must hold or be able to acquire a valid health card issued by the Lewis County Health Department
3. Must pass cook competency test if not already classified as a cook

FUNDING: General Account

SCHEDULE: 6:00 AM – 1:00 PM

SALARY: As provided in West Virginia Code 18A-4-8 and 18A-4-8a

TERM: Remainder of the 2020-2021 school year OR until regular employee returns to work

AVAILABLE: Upon Notification of Board Action

APPLICATION DEADLINE: September 22, 2020 – 3:30 P.M., EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa Riley, Personnel Director

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POSTING NUMBER: 1000
REPOSTED

September 16, 2020

ANNOUNCEMENT OF PROFESSIONAL EXTRACURRICULR VACANCY

POSITION: Remedial Specialist

LOCATION: St. Patrick's School

QUALIFICATIONS: WV Certification in Elementary Education

PREFERENCE: Reading Certification

SALARY: \$25.00 per hour

TERM

1. 2020-2021 school year
2. Up to sixteen (16) hours per week, as needed, per specialist
3. Or, until funds are depleted for 2020-2021 school year

FUNDING: Title I

AVAILABLE: Upon Notification of Board Action

APPLICATION DEADLINE: September 22, 2020 - 3:30 P.M, EST

INTERESTED CANDIDATES SHOULD CONTACT:

Melissa A. Riley, Personnel Director

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POSTING NUMBER: 1003

September 16, 2020

ANNOUNCEMENT OF EXTRACURRICULAR PROFESSIONAL VACANCY

POSITION: Medicaid Coordinator

**DUTIES/
RESPONSIBILITIES:**

- *Develop a coordinated tracking system for Medicaid billing forms.
- *Assist with Medicaid training with teachers and principals
- *Maintain record of reimbursements received through Medicaid.

REQUIREMENT: Experience in Medicaid record keeping, submittal of reimbursement forms and training of personnel

SALARY: \$3000.00

FUNDING: MEDICAID

TERM: 2020-2021 School Year

AVAILABLE: Upon Notification of Board Action

APPLICATION DEADLINE: September 22, 2020 - 3:30 P.M., EST.

INTERESTED CANDIDATES SHOULD CONTACT:
Melissa Riley, Personnel Director or
Kyre-Anna Minney, Special Education Director

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