



WESTERN BUCKEYE

EDUCATIONAL SERVICE CENTER

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Case Manager Job Posting (reposted)

The Western Buckeye Educational Service Center is seeking qualified applicants for a full-time Case Manager to assist a School Psychologist in the Paulding Exempted School District. This is a 202-day contract at 7 hours a day. Insurance benefits are available.

Qualifications:

- Hold a Bachelor's Degree or higher from an accredited college or university with a major in psychology, social work and/or education. Other majors will be considered.

Duties:

- Assist School Psychologist to prepare for upcoming evaluations
- Distribute, track and collect forms from teachers and parents for ETR
- Summarize teacher information with guidance from the School Psychologist
- Administer, score and summarize standardized academic assessments in ETR
- Schedule observations and/or meetings for the School Psychologist
- Conduct and summarize classroom observations in the ETR
- Ensure ETR components are collected, completed

Candidates are asked to submit the following: A letter of application emphasizing qualifications and reasons for interest, an up-to-date resume, three current professional recommendation letters, a copy of a valid teaching license (if applicable) and a completed certified application that can be found on the ESC employment webpage at <https://www.wbesc.org/employment>.

All application materials should be emailed to cthorne@wbesc.org or mailed to:

Thomas L. Taylor, Superintendent
Western Buckeye Educational Service Center
900 Fairground Drive
Paulding, OH 45879

Application Deadline: April 14, 2023
Anticipated Start Date: August 1, 2023

The Western Buckeye Educational Service Center is an equal opportunity employer.