

October 2, 2020

# FINNEYTOWN LOCAL SCHOOL DISTRICT

## VACANCY

### COMMUNITY LIAISON (part-time)

Successful candidate will help promote communication between families of the Nepali, Bhutanese, Hispanic, and other English Learner (EL) communities and Finneytown Local School District in order to support all stakeholders in the education of students.

**Position Requirements:**

- Fluency in English (Fluency in Nepali is preferred; fluency in Spanish or French a plus)
- Ability to understand, paraphrase and/or interpret written and oral communication from the district to record bilingual messages sent via phone or text
- Ability to provide feedback on district communication and school/staff newsletters
- Excellent interpersonal skills necessary to relay concerns and questions between community members and school staff
- Knowledge of Google modules and usage (including Google Meet, Docs, Gmail, and Classroom)
- Ability to create relationships and partnerships with our EL families
- Satisfactory BCI and FBI Criminal Background checks

Position includes up to 20 hours per week. Hourly rate will be \$20.00/hour.

Starting date: Negotiable

Interested and qualified candidates are invited to send a letter of interest and resume to:

Terri Noe, Superintendent  
[tnoe@finneytown.org](mailto:tnoe@finneytown.org)  
8916 Fontainebleau Terrace  
Cincinnati, OH 45231

**Application Deadline: October 14, 2020 @ 4:00pm or until the position is filled**

*Our mission is to foster academic and social growth for each student in a safe, supportive school environment.  
Our vision is to be a learning community that inspires our students and staff  
to think critically, grow intellectually, and live with integrity.*

**Nondiscrimination and Equal Opportunity Employment Opportunity:** The Finneytown Local School District Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, Genetic Information Nondiscrimination Act (GINA), military status, ancestry, or age in its programs, activities or employment opportunities.