**Position:**
Youth Job Monitor  
OhioMeansJobs Post #238715697

**Job Description:**
Ashtabula County Technical & Career Center is Hiring a Youth Job Monitor

- Assist participants ages 14-24 to achieve their identified on the job skills goals.
- Coordinate activities of participants with work site personnel.
- Assist appropriate program staff to determine how the individual skills and needs of participants match the work sites.
- Prepare and maintain accurate records and reports on attendance, incidents, Progress, etc., as required
- Troubleshoot issues at the work site and/or with individual participants

**Part-Time Position - Up to 28 hours per week**  
No Benefits  
$13.00/hr.

**Desired skills:**
- High School or Equivalent Diploma required; some post-secondary/college preferred.
- Prior experience in a liaison or counseling or work experience situate preferred.
- Valid driver's license, reliable transportation and ability to travel throughout the county.

**How to apply:**
Applications may be made by forwarding a letter of intent, resume and references to:

Mrs. Shaelynn Ballard  
Ashtabula County Technical & Career Campus  
1565 State Route 167  
Jefferson, OH 44047  
(440) 576-5588  
Shaelynn.ballard@atech.edu

**OPEN DATE**  
3/18/2022

**CLOSE DATE**  
Until Filled

If you need assistance or have any questions, feel free to contact:  
OhioMeansJobs-Ashtabula County, 2247 Lake Ave., Ashtabula, Ohio 44004. Phone: (440) 994-1234
Please complete the attached OMJ Employment Registration Form and return it to the OhioMeansJobs Center with the job title or job post number so we may assist you with your employment needs.

Thank you and best of luck
OhioMeansJobs Ashtabula County

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