

**STATE OF OHIO (DAS)**CLASSIFICATION  
SPECIFICATION**CLASSIFICATION SERIES:**

Education Specialist 1-4

**SERIES NO.:**

6965

**MAJOR AGENCIES:**Oakwood Forensic Center or  
Like Forensic Facility Only**EFFECTIVE DATE:****SERIES PURPOSE:**

The purpose of the education specialist occupation is to assist in developing the adult basic education program for institutionalized adult consumers in order to comply with the case decision of Davis versus Watkins.

**CLASS TITLE:**

Education Specialist 1

**CLASS NUMBER:**

69651

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of adult basic education in order to assist in developing adult basic education program for adult consumers who are institutionalized in the Oakwood Forensic Center or like facility housing same adult population. All employees in this class must possess a baccalaureate degree or less.

**CLASS TITLE:**

Education Specialist 2

**CLASS NUMBER:**

69652

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of adult basic education in order to assist in developing adult basic education program for adult consumers who are institutionalized in the Oakwood Forensic Center or like facility housing same adult population. All employees in this class must possess a baccalaureate degree & twenty additional quarter hours.

**CLASS TITLE:**

Education Specialist 3

**CLASS NUMBER:**

69653

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of adult basic education in order to assist in developing adult basic education program for adult consumers who are institutionalized in the Oakwood Forensic Center or like facility housing same adult population. All employees in this class must possess a master's degree.

**CLASS TITLE:**

Education Specialist 4

**CLASS NUMBER:**

69654

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The full performance level class works under general supervision & requires considerable knowledge of adult basic education in order to assist in developing adult basic education program for adult consumers who are institutionalized in the Oakwood Forensic Center or like facility housing same adult population. All employees in this class must possess a master's degree & thirty hours of post-graduate study.

<b>CLASS TITLE:</b> Education Specialist 1-4	<b>CLASS NUMBER:</b> 69651-69654	<b>BARGAINING UNIT:</b> 10
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**EFFECTIVE DATE:**  
03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)**

Assists in developing adult basic education program for adult consumers who are institutionalized in Oakwood Forensic Center or like facility housing same population (e.g., assists in developing curriculum; surveys & evaluates consumer population to determine those requiring education), continually evaluates adult basic education program & maintains all necessary records on each adult consumer enrolled in adult education program.

Instructs individual adult consumers &/or small classes.

Completes educational assessments of newly admitted adult consumers & completes comprehensive treatment plan worksheet; participates in interdisciplinary team meetings & furnishes requested data.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of adult basic education principles & techniques; education; speech; educational & vocational appraisal/assessment; organization & administration of adult education\*; educational policies & procedures & institutional policies of state facility for forensic adult consumers\*. Ability to assess educational needs of adult forensic consumers & recommend adult basic educational services to meet those needs; prepare & deliver adult basic education to individuals or small groups; prepare meaningful, accurate & concise reports & records; establish good rapport with adult consumers & work cooperatively with other professionals.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

Current Teacher Certificate in area of specialization issued by the Ohio Department of Education; 12 mos. exp. in teaching &/or education administration; Education Specialist 1, 69651, must also have baccalaureate degree or less; Education Specialist 2, 69652, must also have baccalaureate degree & 20 additional quarter hrs. but less than master's degree; Education Specialist 3, 69653, must also have master's degree; Education Specialist 4, 69654, must also have master's degree & 30 hrs. of post-graduate study.

-Or Current Teacher Certificate in area of specialization issued by the Ohio Department of Education; completion of graduate core requirements in education.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Provisional teacher certificate for area of specialization must be reviewed in accordance to Section 3301-23-22 of Administrative Code.

**UNUSUAL WORKING CONDITIONS:**

May be exposed to adult consumers who may exhibit violent or erratic behavior.