



JOB POSTING INTERNAL/EXTERNAL INSTRUCTIONAL ASSISTANT- SPECIAL EDUCATION

By joining together with our community and families, DeWitt Public Schools will provide an environment of excellence that results in the achievement of every student to become successful and contributing citizens in a global society.

Summary of Duties

Assist in providing a well-organized, smoothly functioning school environment in which students can take full advantage of the educational program and available resource materials. This is a class II Level 07 position.

Reports to

Building Administrator & Director of Special Education

Qualifications/Requirements

- Must possess a minimum of a high school diploma or GED.
- Must be trained or willing to train in Medical, CPI, CPR and First Aid.
- Must meet federal and state guidelines for paraprofessional qualifications.
- Prefer knowledge or experience working with students in a school setting with knowledge of curriculum
- Preferred experience or knowledge of working with students needing a variety of systems to be successful (ie; visual schedules, sensory diets, etc.)
- Implement a variety of strategies to supplement general education classroom instruction.
- Provide Instructional Assistance to students with diverse learning and social emotional needs.
- Provide support to students both individually and in small groups to reinforce and supplement general education classroom instruction and social emotional needs.
- Participate in team meetings for planning and evaluation of individual student's plans and programs, as well as classroom, school, and district initiatives.
- Provide all students with opportunities for positive learning and interpersonal experiences.
- Work within general education and special education classroom to allow teacher to provide small group support.
- The employee must have the ability to physically transfer (pivot transfer) or assist students whose average weight is 100 plus pounds.

Compensation

Per DESPA Union Contract. This is a Support Staff Union Position.

Work Schedule

6.33 hours a school day.

Application Deadline

Internal (DESPA): September 16, 2020; 4:00 p.m.

External: Until Filled

FLSA - Non-exempt

Application Process

Interested and qualified internal applicants need to apply by going to our website at <http://jobs.dewittschools.net> click on the internal link at the bottom of the page. External Applicants need to apply by going to our website at <http://www.applitrack.com/ccresa/onlineapp/jobpostings/view.asp?district=52006> and complete the application process.

Submit to:

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