



Danville Community School Corporation Notice of Vacancy

Position: Special Education Instructional Aide

Location: South Elementary

Qualifications: · High School Diploma or equivalent

- Ability to work well with adults and young children
- Collaborative, Flexible and Responsible

Responsibilities: The Instructional Assistant will assist the teacher(s) in providing instruction to students in the **Life Skills** program. Job duties will vary depending upon the needs of the students.

- Work with students, individually or in small groups, to reinforce the learning and mastery of material and skills presented by the teacher.
- Assist the teacher in devising strategies for teaching and reinforcing material or skills based on a sympathetic understanding of individual students, their needs, interests and abilities.
- Assist students in the development of cognitive, motor and communication, interpersonal and social skills, as directed by the teacher.
- Assist with the supervision of students during the school day, including emergency drills, assemblies, play periods, field trips, etc.
- Assist substitute teacher, assigned in the absence of the regular teacher, with classroom routines, daily agenda, student assignments, special needs of students, etc.
- **Assist students with special needs with their clothing, eating, medication, and toileting needs.**
- Perform other tasks as requested by the teacher
 - Maintain confidentiality of student information and act as an appropriate role model
- Assume all other duties and responsibilities that are assigned and deemed necessary to meet the educational needs of the students.

Days/Hours: 29 hours/week

M – F. Daily hours to be determined at time of hiring.

Salary: Salary commensurate with experience.

Starting Date:

Contact: Apply online @ <https://www.applitrack.com/centralindiana/onlineapp/>. Letters of interest may be emailed to Kelly Lacey, klacey@danville.k12.in.us

Posting Closure: Until Filled

Danville Community School Corporation does not unlawfully discriminate on the basis of age, race, religion, national origin, gender, or disability in admission or access to, or treatment or employment in, its educational programs or activities.