

JOB POSTING – ELEMENTARY SUMMER SCHOOL INSTRUCTIONAL ASSISTANT

Internal Applicants Only

LOCATION: Nora Elementary

STUDENT DATES: May 26-June 12, 2026 (12 days)

STUDENT HOURS: 8:00 a.m. – 12:00 p.m.– Nora Elementary

TEACHER DATES & HOURS: May 26th - ½ day planning for teachers (no IA's) - 8:30 - 11:30 a.m.

May 27th - full day for Teachers and IA's - work day/professional development at Nora - 8:30 a.m. -3:00 p.m.

May 28th – June 12th - 7:45 a.m. - 12:15 p.m.

PAY: Hourly rate for 4.5 hours/per day

\$90 stipend for May 27th

JOB GOAL: Provide assistance to teachers and students in grades K-3 of the Elementary Summer School program, including support with the 90-minute reading plan, which includes independent reading, small and large group instruction and word study. In addition to the 90-minute block, students will be focusing on Writer's Workshop and Math Problem Solving. Experience with small group literacy instruction is recommended.

RESPONSIBILITIES:

1. Work directly with the teachers in the Summer School Experience.
2. Lead small group instruction as directed by the classroom teacher.
3. Assist with supervision of students as needed.
4. Perform other duties as assigned by the Elementary Summer School Administrators.

Staff Members interested in being considered for an elementary summer school instructional assistant position should apply online by **March 13, 2026.**

Notification of summer school selections will be via email by April 17, 2026.