



HESPERIA COMMUNITY SCHOOLS

96 S Division
P.O. Box 338
Hesperia, MI 49421-0338
Superintendent Phone: (231) 854-6185, Fax: (231) 854-1586
Website: www.hesp.net



INTERNAL JOB POSTING

Elementary Special Education Teacher Assistant Positions September 9, 2024

Job Description:

We have an Elementary Special Education Teacher Assistant Position available for the 24-25 school year. This position is a five and three-quarter (5.75) hour position. This teacher assistant position will be assigned, but not limited to, the following functions:

- 1) Proficient in the use of verbal & written communication
- 2) Proficient in core subject areas
- 3) Temperament to work with students in specific skill areas
- 4) Ability to observe the confidentiality, rights, and privacy of students
- 5) Participate in Professional Development workshops
- 6) Able to follow directions and accept responsibility as directed by the teacher and administration.
- 7) Any other duties deemed to be critical as determined by the building principal

Qualifications:

- 1) High school diploma or equivalent
- 2) Achieved Highly Qualified paraprofessional status as determined by the Federal No Child Left Behind Act (NCLB)
- 3) Successful completion of a background check
- 4) Ability to work with elementary school age students
- 5) Ability to communicate effectively using good grammar and language skills
- 6) Trained in Nonviolent Crisis Intervention Techniques

Duties:

Hours of Lunch/Coverage

Hours of Outside Arrival or Dismissal Coverage

Hours of Classroom Assistant or Special Ed Coverage

Interested individuals should submit a letter of interest and or application by Friday, September 23, 2024 @ 4:00 p.m. to Audrey Fosburg, Special Education Coordinator. fosburga@hesp.net