

Region III Special Education Cooperative

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Serving Member School Districts meeting the needs of children

1800 Storey Ln., Cottage Hills, IL. 62018 Phone (618) 462-1031 Fax (618) 462-1035

Messina Lenger, Director

JOB POSTING

POSITION: Teacher Aide Position
Special Education classroom

START DATE: To be determined

LOCATION: Eastwood Elementary
East Alton, IL.

QUALIFICATIONS: 60 College Credit Hrs. or have High School Diploma
and pass WorkKeys test. Must also have a Para Professional license.

JOB DESCRIPTION: Will work with behavior disorder and cross category special needs students.
Will establish and maintain a positive rapport with the classroom teacher.
Provides general assistance to classroom teacher.
Prepares classroom materials and supplies.
Supervises assignments previously explained by teacher.
Adjusts procedures to cope with unanticipated situations.
Is well organized and makes efficient use of time.
Displays knowledge of subject matter to be taught.
Completes work assignments promptly, accurately, and neatly.
Is flexible and willing to learn and use new skills.
Assists students in tasks as assigned.
Is aware of and supportive of classroom management procedures.
Works with individual students or small groups of students to reinforce learning of material or skills initially introduced by the teacher.
Aids and supports supervising teacher in devising strategies for addressing students' individual instructional needs.
Performs clerical tasks such as grading papers, duplicating worksheets, recording grades, etc. associated with classroom needs.

SALARY: Region III Salary Schedule

SCHEDULE: 7 Hrs. Per day

DATE POSTED: October 10th, 2018

APPLY TO: Send Resume to: Messina Lenger, Director
Region III Special Ed Cooperative
1800 Story Lane, Cottage Hills, IL. 62018
or email cheffner@region3sec.org

DEADLINE: October 22nd, 2018