



Job Title: Special Education Aide

SUMMARY: Assists classroom teachers in providing a classroom environment that helps to ensure a positive learning environment that enables special ed students to benefit from the instructional program. Assists special ed director in providing specialized instruction to resource students to strengthen their areas of needs.

ESSENTIAL DUTIES & RESPONSIBILITIES:

- Assists teachers in providing an effective learning environment
- Assists in carrying out IEP goals for specific students as instructed by the teacher
- * Assists special needs students with providing accommodations that will best assist them in accessing the curriculum
- Maintains vigilance to signs of child abuse or neglect
- Assists students with various learning activities as directed by the teacher
- Assist students in mainstreamed classes
- * Provide one on one or small group specialize instruction with resource students
- Directs and re-directs students and student behavior during different activities
- Provides positive reinforcement to all students
- Assists in special class presentations, field trips and activities, as requested
- Handles routine clerical work, as assigned
- Assists the teacher with instruction and evaluation of student work
- Acts as a supportive and contributing member of the professional staff by participating in group decision making, and contributing to the development of a positive, cooperative educational environment
- Participates in professional development activities to enhance professional skills and community
- * Attends staff meetings and IEP meetings
- Enforces and follows the school discipline plan
- Is responsible for the supervision of students at all times on school grounds or at school events

Salary: 24,000.00 per year/Annualized/10 Months - Monday - Friday: 8:00 - 4:00

Benefits: 5 Days PTO - Medical/Dental/Vision Included -

Start Date: July 31st, 2017