

Washington County Board of Education Job Announcement

POSTING DATE: July 1, 2022

JOB: Temporary Special Education Aide – McIntosh Elementary School

CLOSING DATE: Friday, July 8, 2022 11:00 A.M.

The Washington County Board of Education will be accepting applications for the position of Temporary Special Education Aide at McIntosh Elementary School for the 2022-2023 school year. The position will be working with and assisting children with disabilities and requires close and personal contact with children and Special Education staff. The person hired must have an Associate's Degree, or have successfully completed 48 semester hours of college credit or WorkKeys Assessment (Bronze Level) or higher. Responsibilities may include, but not limited to, providing academic assistance, managing classroom behavior, assisting the Special Education teacher with clerical duties, riding the bus with children and lifting and assisting children with physical disabilities during activities of daily living. Experience with children with disabilities would be helpful. The following are essential to the role:

- Maintain student confidentiality
- Dependable work habits
- Maintain cooperative, professional relations with school staff
- Uphold school rules, policies, and procedures
- Attend assigned training sessions
- Ride the bus with children
- Perform all other duties as assigned by the Superintendent

The minimum annual salary will be \$ 14,460 based on the salary matrix and a 187 (8-hour days) day contract. A complete salary schedule can be obtained by visiting the Central Office of the Washington County Board of Education in Chatom, Alabama. Applications will be received by mail or in person only and should be submitted to the Superintendent's Office at the Washington County Board of Education, Chatom, Alabama.

All applicants selected for positions must have undergone an ABI/FBI criminal history background check (fingerprinting administered through sites selected and approved by the WCBOE and State of Alabama Education Department).

Please have the required Classified Application along with the Instructional Aide Insert completed at the time it is submitted.

The deadline for submitting applications is *Friday, July 8, 2022, at 11:00 A.M.*

Incomplete applications will not be considered.

No late submissions will be accepted.

Applications submitted to the schools will not be accepted.

Emailed requests need to be sent to:

lisa.connell@wcbek12.org AND alisha.singleton@wcbek12.org

NOTICE: It is the policy of the Washington County Board of Education that no person shall, on the grounds of race, color, disability, sex, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

Contact persons: Special Education, Title IV and Section 504 Coordinator - Trina Moss 251-847-2401 ext. 123;
Title VI Coordinator - Betty Brackin 251-847-2401 ext. 107; Title IX Coordinator- Rodney Smith 251 847-2851.

ALL APPLICATIONS FOR TEACHING POSITIONS MUST INCLUDE A COPY OF YOUR ALABAMA TEACHER'S CERTIFICATE, A COPY OF YOUR TRANSCRIPT.