

JOB POSTING
SLINGER SCHOOL DISTRICT
207 POLK STREET
SLINGER, WISCONSIN 53086
August 26, 2024

POSITION: **EDUCATIONAL ASSISTANT**

LOCATION: Allenton Elementary School
228 Weis Street
Allenton, WI. 53002

DESCRIPTION: School term position, 6.5 hours per day. Job responsibilities include providing supervision and instructional support for students, and all other tasks assigned by the teacher.

QUALIFICATIONS: Person must have a high school diploma; be computer literate; be able to interact with teachers, handle other assigned duties, and successfully pass a physical exam.

COMPENSATION: Salary and benefits determined by the [Slinger Support Staff Handbook](#).

Interested applicants should complete an electronic application through [WECAN](#) or [Indeed](#). Position will be posted until filled.

Rebecca Schneider
Principal
Allenton Elementary School
228 Weis Street
Allenton, WI. 53002
rebecca.schneider@slingerschools.org

The School District of Slinger is an equal opportunity employer and does not discriminate against applicants on the basis of race, creed, sex, national origin, handicap, age, or political affiliation, or any other reason prohibited by state or federal law.



"A TRADITION OF EXCELLENCE"

SCHOOL DISTRICT OF SLINGER
POSITION DESCRIPTION
EDUCATIONAL ASSISTANT

06/22/20

POSITION:

An Educational Assistant is an integral member of a school support team, reporting directly to the principal, but also taking direction from regular education and special education teachers. The primary role of the Educational Assistant is to assist all teachers in meeting the needs of all students. This position works with all students and the percentage of time working directly with students with disabilities will be dependent upon principal discretion. Our district believes that all children are regular education children first. Our district also believes all staff work with all children. The building principal has discretion to assign staff to work with all children based on students' needs and staff strengths.

SKILLS/QUALIFICATIONS: A

- High school education;
- Child development courses, and/or related experience;
- Licensable 883 by the DPI;
- Possess knowledge of individual and small group instructional skills;
- Enjoy working with children of all ability levels;
- Maintain a high level of privacy and confidentiality; and,
- Be able to develop and sustain good rapport with students, staff members and all school community members

JOB RESPONSIBILITIES:

- Provide instructional support services to all students;
- Assist the teacher in maintaining classroom discipline;
- Provide discrete educational support to all students needing help in regular education classes
- Provide educational support to students with disabilities needing help in special education classrooms;
- Assist all students with non-academic parts of their day and transitions;
- Assist students with disabilities in tasks that may include: daily living skills, toileting/diapering, support at recess/lunch/and other non-classroom times;
- Complete any copying, stapling, and compiling instructional materials for classroom use;
- Perform all other tasks assigned.

TERMS OF EMPLOYMENT:

This position is for 184 days per year with salary, limited benefits, and other conditions of employment established by the Board of Education and approved/written in the Educational Support Staff Employee Handbook. Performance shall be evaluated by the school principal, with input from the teaching staff, using the established support staff evaluation form.

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