

Fairborn City Schools

306 E. Whittier Avenue
Fairborn, Ohio 45324
(937) 878-3961
(937) 879-8180 FAX

JOB OPENING – Re-Post

DATE: October 3, 2019
POSITION: Special Education Assistant
LOCATION: Baker Middle School
SALARY: Starting pay: \$11.95 per hour
Work Schedule: 7:30 am – 3:00 pm

APPLICATION DEADLINE: **Until filled**

QUALIFICATIONS:

1. Ability to communicate and work with disabled students.
2. Must be HQ or ability to become highly qualified.
3. Must hold a minimum of a high school diploma.
4. Assist in the preparation and presentation of teacher planned activities.
5. Supervise and monitor students in all school settings based on teacher instructions and student IEP's.
6. Meet the qualifications and/or criteria set by the State of Ohio Department of Education to obtain an educational aide permit (ORC 3319.088).
7. The supervisor shall authorize re-numeration, if the position does not allow for a duty-free lunch.

Applications will be reviewed and interviews may be limited. Skill performance may be tested.

CONTACT: **Amy Gayheart, Director of Classified Human Resources/Educational Services**
agayheart@fairborn.k12.oh.us
937-878-3961

Applicants (if an employee of the school district) desiring consideration for this position may apply by sending a letter of interest, stating the position, to **Amy Gayheart (agayheart@fairborn.k12.oh.us), Director of Classified Human Resources/Educational Services, at 306 E. Whittier Avenue, Fairborn, Ohio 45324**, within five (5) working days, or fill out application on the Dayton Area School Consortium website.

If not an employee of the school district, applicants must complete the application at the Dayton Area School Consortium at <https://www.applitrack.com/dayton/onlineapp/> or complete a form available from the Business Office and three (3) letters of reference/recommendation with the address and phone number of the person making the reference/recommendation must be attached to the application.