

Fairborn City Schools

306 E. Whittier Avenue

Fairborn, Ohio 45324

(937) 878-3961

(937) 879-8180 (FAX)

JOB OPENING

DATE: May 29, 2020

POSITION: Special Education Assistant – 2 positions available

LOCATION: Fairborn High School

SALARY: Starting Pay: \$12.25 per hour, work schedule is 7:00 am – 2:30 pm,
7 hours per day
Starting the 2020-2021 school year

APPLICATION DEADLINE: June 5, 2020

QUALIFICATIONS:

1. Ability to communicate and work with disabled students.
2. Must be Highly Qualified, or able to obtain Highly Qualified Status.
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 IEPs.
6. Physically capable to do student transfers as necessary to maintain the care of students in the classrooms.
7. Meet the qualifications and/or criteria set by the State of Ohio Department of Education to obtain an educational aide permit (ORC 3319.088).
8. 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.