

**School District of Westfield
N7046 Cty M
Westfield, WI 53964**

Equal Opportunity Employer

Vacancy Notice

7/11/18

Substitute Special Education Teacher Assistant

Qualifications

Applicant must possess a Wisconsin Driver's License. Applicant must perform any combination of instructional tasks in the classroom to assist teaching staff (see Essential Duties and Responsibilities below).

Education and/or Experience

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience. Applicants must have or be willing to obtain upon hire a Special Education Program Aide License from the Wisconsin Department of Public Instruction. No classes are required to obtain this license, see link <http://dpi.wi.gov/tepd/licensing/types/special-ed-aide>

Some Essential Duties and Responsibilities

- Assist students, individually or in groups, with lesson assignments to present or reinforce learning concepts under the supervision of the classroom teacher.
- Supervise students on field trips, at programs, on playground, and in lunch room, etc.
- Other duties may be assigned.

For a complete "Job Description" see link: <http://www.westfield.k12.wi.us/district/Handbooks.cfm>

Wage: \$12.00 per hour

Current Job

Location: District

Starting Date: As needed

Application

Deadline: Position remains open until filled

For additional information email: Tammy Stowers-Tonn, Assistant Special Education Director at tammy.stowers-tonn@westfieldpioneers.org

Complete the Support Staff Application, Employee Background Check and Substitute Support Staff Form, see link: <http://www.westfield.k12.wi.us/district/employment.cfm>

Mail information to: School District of Westfield, Attn: Deb Mockler, N7046 Cty M, Westfield, WI 53964 **or email to:** deb.mockler@westfieldpioneers.org