

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

**Equal Opportunity Employer**

**Vacancy Notice**

7/11/18

**Special Education Teacher Assistant**

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**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:** Westfield and Oxford Elementary

**Starting Date:** September 4, 2018

**Application**

**Deadline:** Position remains open until filled

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

**Complete the Support Staff Application and Employee Background Check 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](mailto:deb.mockler@westfieldpioneers.org)

**Substitute Special Education Assistants are also needed throughout the district.  
Wage \$12.00 per hour.**