

# **Job Announcement**

**School: Canyon Rim Academy, K-6 Charter School**

**Location: 3005 South 2900 East, Millcreek, UT**

**Title: Special Ed Aide                      Start Date: Immediately T,W,TH – afternoon only**

**Starting Pay: \$10.50 to \$12.00 (based on experience), max 15 hrs/week**

**Special Education Aide Job Summary:** Works with special education students under the direction of both the special education and regular education teachers. As an Aide, you will work with students and perform additional tasks to support teachers in providing a comprehensive educational program. The aide's work may be done either in small groups or utilized in a one-on-one situation in the hallway free from distractions. Our ideal candidate is knowledgeable about educational best practices and child development.

## **Teacher's Aide Duties and Responsibilities**

- Supervise and tutor students in the classroom setting
- Ensure that students have all materials necessary for class activities
- Work with students individually or in small groups
- Maintain confidentiality of student information
- Assist students in attaining IEP objectives as needed
- Lead activities designed to foster students' mental, physical and social development
- Help to supervise students in various settings including classrooms and playgrounds
- Enforce school rules and policies
- Attend staff meetings, professional development and training sessions

## **Requirements and Qualifications**

- High school diploma or GED required
- Associate's degree in education or related field preferred
- Prefer at least one year of relevant experience in an educational or childcare setting
- Exemplary written and spoken communication skills
- Strong collaboration skills; able to work well with a team
- Must pass background check and drug test before starting employment