



SHELBY PUBLIC SCHOOLS
VACANCY NOTICE
Internal/External

Posting Date: September 8, 2020

Position: **Instructional Assistant – Special Education**
Shelby Middle School

Qualifications:

- Associates degree preferred
- Ability to work on a team of educational providers to implement individual education plans
- Knowledge of math and reading strategies to be used with At-Risk students.
- Requires ability to collaborate with classroom teachers and interventionists to support the educational process of students
- Possess patience, dedication, and have the ability to work well with middle school students
- Good communication, people, and teamwork skills
- Any other qualifications deemed appropriate

Reports to: **Mark Olmstead, Secondary Principal**

Job Goal:

Includes:

- To provide a quality school experience for all students based on the goals, curriculum, and philosophy of Shelby Public Schools
- To maintain and promote effective and innovative programs for students

Applications:

Submit a letter of application, resume, and references to:

Debbie Clement
Shelby Public Schools
525 N. State Street
Shelby, MI 49455

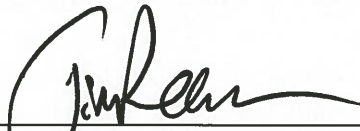
Or email to: hresources@shelby.k12.mi.us

Deadline for

Applying:

September 15, 2020 or until filled

Approved By:



Tim Reeves, Superintendent

Date: September 08, 2020

NOTICE: It is the policy of the Shelby Public School District not to discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent; 525 N. State Street; Shelby, MI 49455; 231-861-5211