



Clarksville Middle School • Home of the Generals

101 Ettel Lane, Clarksville, Indiana 47129

Dr. Nikki Bullington, Principal • Mr. Troy Mitchell, Assistant Principal

NOTICE OF VACANCY – FULL-TIME SPECIAL EDUCATION INSTRUCTIONAL ASSISTANT

School: Clarksville Middle School

Period of Time: Full Time

Qualifications:

1. Must have 30+ hours of post-secondary credit OR pass the paraprofessional exam.
2. Ability to work with special needs students using best practice strategies for academic, behavioral and social-emotional support.
3. Ability to effectively collaborate with administration, special education teachers, classroom teachers and other support staff.
4. Possess proficient skills in the area of Microsoft Office/Google.
5. Must work within the administrative framework as outlined by the Principal and/or her designee.

Duties:

1. Work with students individually, in small group, and in the general education classroom setting.
2. Maintain appropriate documentation of services provided.
3. Assist with students' program planning and implementation.
4. Assist with various supervisory duties.
5. Other duties as assigned by the Principal and/or her designee.

Salary: Instructional Assistant Salary Schedule

Interviews: By Principal and/or Designee

Applications accepted until the position is filled. Applicants must submit a letter of interest, classified application and resume to Dr. Nikki Bullington at: nbullington@clarksvilleschools.org

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Date: January 6, 2023

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