

WATERTOWN UNIFIED SCHOOL DISTRICT

Vacancy Notice

SPECIAL EDUCATION PARAPROFESSIONALS

(Eight Positions at Various Buildings)

HOURS: 3.5 to 5.75 hours per day on student contact days

STARTING PAY RATE: \$14.17 per hour (2016-17 hourly rate....2017-18 hourly rate to be determined)

STUDENT AGES: Four-Year-Old Kindergarten through High School

START DATE: September 5, 2017

JOB DESCRIPTION: The job duties of special education paraprofessionals vary depending on the disabilities and needs of the students. This position involves supporting students in a variety of ways: helping students remain on-task, assisting in completing school assignments, supporting play and other social activities, fostering positive student interactions and behaviors, and lunch and/or recess duty. Depending on the student needs, duties may include toileting and working on grooming skills.

The qualifications for special education paraprofessional positions include:

- A high school diploma or equivalent;
- Experience and/or desire to work with students with disabilities and/or behavioral challenges;
- Ability to work with individuals and small groups of students;
- Ability to interact and work with students, staff, and community members in a positive manner; and
- Possess basic computer skills and/or ability to learn.
- Experience working with individuals having autism, mental health and/or developmental disabilities is a plus.

CERTIFICATION: Applicants must possess or willing to apply for Wisconsin Department of Public Instruction Special Education Program Aide license (883) upon hiring.

APPLY BY: **July 31, 2017**

DISTRICT CONTACT: Sarah Miller, Human Resources Administrative Assistant
Watertown Unified School District, 111 Dodge Street, Watertown, WI 53094
920-262-1460; millers@watertown.k12.wi.us

Current Employees: Apply by submitting a letter of interest/resume.

Non-Employees: Apply electronically on Wisconsin Education Career Access Network (WECAN)
(<https://wecan.education.wisc.edu/#/>)

The Watertown Unified School District does not discriminate in its education program, activities, or employment on the basis of race, color, religion or creed, sexual orientation, ancestry, national origin, sex, age, marital status, or handicap.