



SUPPORT STAFF

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| POSITION | Educational Assistant – Parkside Elementary School |
| DESCRIPTION | <p>This position will work with all grade levels (K-5) supporting instructional needs and behavioral needs in the regular education and special education environments. This position also assists with recess and supervision duties.</p> <p>The ability to collaborate with staff, be a positive team member, and communicate effectively in both a written and verbal format are essential to this position.</p> |
| QUALIFICATIONS | <p>Candidates must hold an associate’s degree or beyond or be able to complete the WorkKeys assessment successfully.</p> <p>Additionally, candidates must have or be eligible for a Special Education Aide license from the Department of Public Instruction (DPI)</p> |
| CONTRACT | <p>35 Hours per week/36 weeks per year, beginning on August 22, 2024. Beginning wage \$19.95</p> |
| SUBMIT | <p>Letter of interest Resume 3 current letters of reference – dated within the last three (3) years 3 current references with contact numbers</p> |
| TO | <p>APPLICATION MATERIALS MUST SUBMITTED TO: Jenna Trame, Principal Parkside Elementary School 920 4th Street - Monroe, WI 53566 608-328-7158(phone) jennatrame@monroe.k12.wi.us</p> |
| DEADLINE | <p>Position is open until filled</p> |

The application materials submitted and interview are vital components of the decision-making process when filling vacancies. The ability to communicate effectively in both verbal and written manner is considered an essential skill for all district personnel. The School District of Monroe is an equal opportunity employer.