

PRESCHOOL CLASSROOM AIDE

Work in a team atmosphere with professional staff; work cooperatively with Instructor in general operations of classroom; load/unload school buses; collect data for Individual Education Plans; assist children with all personal hygiene matters; participate actively in educational activities that develop cognitive, physical, emotional, and social skills in children between the ages of 3 to 5; maintain confidentiality; assists with IEP assessments and evaluations; follow all Positive Culture Support and Health & Safety policies and procedures; maintain a positive relationship with outside agencies and parents/guardians. Individual complete training hours as required for Step Up to Quality and work with the classroom teacher to maintain an effective learning environment as per star ratings. Must be able to lift up to 50-70 pounds frequently.

Educational/Work Minimum of high school diploma/GED preferred; possess or be willing to obtain and maintain registration/certification from Ohio Department of Education; applicants should have a strong working knowledge of persons with disabilities. Experience working with preschool age children in a DD classroom setting preferred.

Supervisor: Preschool Coordinator, with daily duty scheduling from Preschool Instructor

180 day probation period must be completed. Individual must be able to pass BCI and FBI criminal background checks as required by the Ohio Revised Code; pass a pre-employment drug screen, physical and TB test, and have a valid Ohio driver's license with a clean driving record and a satisfactory MVR score with CORSA. HCBDD and is an EOE employer. Information about this position and employment applications can be found on our website www.highdd.org. Please send employment application, resume, and cover letter including salary requirements via email.

The Highland County Board of DD Is an Equal Opportunity Employer and Service Provider

8/27/2018