

PLEASE CIRCULATE AND POST



State of Michigan Dept. of Education
Michigan School for the Deaf

JOB ANNOUNCEMENT

POSITION:	Teacher Aide (On-Call)
JOB TYPE:	School Year
BARGAINING UNIT:	None
LOCATION:	Michigan School for the Deaf Flint, Michigan
HOURLY RATE:	\$11.00-\$13.50 Per Hour Worked
EFFECTIVE DATE:	ASAP

Teacher Aide (On-Call) Michigan School for the Deaf

This position is not a State of Michigan position; it is a Michigan School for the Deaf contracted position.

Description: Under close supervision and based on specific guidelines and lesson plans developed by teacher, provides direct instruction to students; assists teacher in maintaining an effective, comprehensive educational program to meet the needs of deaf/hard of hearing students; assists students with instructional needs individually and in small groups and tutors students in core subject areas; assists students with individual needs, including physical needs, daily living/functional training activities; obtains and/or prepares instructional materials/aids for students; maintains order and cleanliness in an educational environment; observes and completes documentation of student's progress; attend required job-related training and other staff development training programs; other duties as assigned.

Minimum Qualifications:

- High School Diploma.
- Applicants must exhibit the ability to communicate in American Sign Language Proficiency Instrument (ASLPI) rating of 3+ or above.

Preferred Qualifications:

Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the following:

- Experience as a paraprofessional
- Experience working with deaf/hard of hearing or multi-disabled students
- ASL proficiency at 3+ or above as measured by the American Sign Language Proficiency Interview (ASLPI)

COMMUNICATION SKILLS:

- 1) Strong ASL/English communication, public relation, and interpersonal skills.
- 2) Ability to write reports and correspondence consistent with the duties of this position.
- 3) Ability to communicate clearly and concisely both in oral and written form using a variety of communication techniques and tools to ensure the appropriate flow of information, collaborative efforts, and feedback.
- 4) Ability to read, analyze, and interpret information.
- 5) Ability to effectively present information and respond to questions, inquiries, and/or complaints.

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WORK HOURS:

Monday thru Thursday 7:30 a.m.-3:30 p.m., Fridays 7:30 a.m.-12:30 p.m. This position is considered as "on-call" and as needed.

WORKING CONDITIONS:

Educational environment with extensive interaction with students. May be exposed to infectious diseases. Driving may also be a requirement.

CERTIFICATION/TRAINING REQUIRED:

- CPR/First Aide Training
- CPI
- Drug Testing
- Fingerprint/Criminal Background

Additional Requirements and Information:

The Michigan Department of Education/Michigan School for the Deaf will not hire and employ individuals who have been convicted of a "listed offense" pursuant to the School Safety Legislation Acts (Public Acts 129, 130, 131 and 138 of 2005). The "listed offense" are defined in the Sex Offenders Registration Act (Section 2 of Public Act 295 of 1994). Fingerprint records are required prior to being hired.

HOW TO APPLY: To be considered, applicants must apply through email to breeds@michigan.gov, fax to 810-257-1460 or mail/drop resumes to:

Ms. Sonia Breed, HR Liaison, Michigan School for the Deaf
Email: BreedS@Michigan.gov • Telephone: 810-257-1449
Fax#: 810-257-1460

Job listings at:

Michigan School for the Deaf website: <http://www.michiganschoolforthe deaf.org/content/employment>

APPLICATIONS WILL BE RECEIVED UNTIL POSITION IS FILLED.