Michigan Public Schools will not 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 offenses” are defined in the Sex Offenders Registration Act (Section 2 of Public Act 295 of 1994).

Michigan School for the Deaf Job Posting

Teacher Aide

PLEASE CIRCULATE AND POST

<table>
<thead>
<tr>
<th>Posting Date:</th>
<th>Continuous until position is filled.</th>
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</thead>
<tbody>
<tr>
<td>Position:</td>
<td>Teacher Aide</td>
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<tr>
<td>Job Type:</td>
<td>Part-time</td>
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</tbody>
</table>
| Work Schedule:    | Mondays thru Thursdays 7:30 a.m.-3:30 p.m.  
|                   | Fridays 7:30 a.m.-12:30 p.m.         |
|                   | Sometimes training required on Friday afternoon |
| Employer:         | Michigan School for the Deaf contract employee: this is not a State of Michigan Civil Service position. |
| Location:         | Michigan School for the Deaf-Flint, Michigan |
| Rate of Pay:      | $11.00 per hour (General Aide)       |
| Bargaining Union: | Non-Union                           |

Job Description

The Michigan School for the Deaf is a day and residential facility for students who are deaf and hard of hearing. This position works under close supervision of the Coordinator and Principal, performs a variety of activities involving the providing of teaching assistance services in regular and special subjects for teaching instructing students at Michigan School for the Deaf.

Preferred Qualifications

High School Diploma. Applicants must exhibit the ability to communicate in American Sign Language Proficiency Instrument (ASLPI) rating of 3+ or above. Experience as a paraprofessional. Experience working with deaf/hard of hearing or multi-disabled students.

Duties

1. Based on specific guidelines and lesson plans developed by teacher, provides direct instruction to students
2. Assist teacher in maintaining an effective, comprehensive educational program to meet the needs of deaf/hard of hearing students
3. Assist students with instructional needs individually and in small groups and tutor students in core subject areas
4. Assist students with individual needs, including physical needs, daily living/functional training activities;
5. Obtain and/or prepare instructional materials/aids for students;
6. Maintain order and cleanliness in an educational environment;
7. Observes and completes documentation of student’s progress;
8. Attend required job-related training and other staff development training programs;
9. Other duties as assigned.

**Working Conditions**

Educational environment with extensive interaction with students. May be exposed to infectious diseases.

**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.

**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 apply send resume to:

Sonia D. Breed-Human Resources Liaison
breeds@michigan.gov
Michigan School for the Deaf
1235 W. Court Street
Flint, Michigan 48503
Phone: 810-257-1449 • Fax: 810-257-1460

Michigan School for the Deaf Website
(https://www.michiganschoolforthedeaf.org/employment-opportunities--225)