

ADAMS CENTRAL COMMUNITY SCHOOLS

222 West Washington Street, Monroe, IN 46772 • Phone: 260-692-6193

OFFICE OF THE SUPERINTENDENT

Mr. Joel D. Mahaffey



Dawn Cook
Corporation Treasurer

Arnita Heyerly
Director of Human Resources

Kelli Fuhrmann
Secretary to Superintendent

Notice of Vacancy

Date: May 22, 2023

Deadline to Apply: June 2, 2023 or until filled

Position: Elementary Instructional Assistant

Starting Date: Upcoming School Year

Essential Functions of the Position: Effectively assist classroom teacher in the provision of services and support to students. Assistance in areas that relate to personal, physical, social and instructional needs of students. Communication skills required for school environment. Other duties as assigned by the instructor, immediate supervisor or superintendent. Preference will be given to candidates with prior experience. This position is 5 days a week, approx. 35 hours a week.

Immediate Supervisor: Mrs. Mary McCullough, Elementary Principal

Those interested in applying for this position may obtain an application through the Adams Central Community Schools website: www.accs.k12.in.us and submitting the application, a letter of interest, and two letters of recommendation to: Adams Central Community Schools, Attn: Director of Human Resources, 222 W. Washington Street, Monroe, IN 46772 or email: hr@accs.k12.in.us.

Adams Central Community Schools is committed to equal opportunities for all. It does not discriminate on the basis of race, color, religion, national origin, sexual orientation, gender identity, disability, or age in its programs, activities, and employment practices (Board Policy Section 5000).



Inspiring and Empowering Students to Succeed