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Position: ESL Teacher Assistant - (English as a Second Language)

Location: Traveling

Position Summary/Goal: The ESL Teacher Assistant will reinforce the classroom teacher's instruction, guide practice on specific skills, and provide tutorial assistance when needed.

Term of Employment: 9 month position

Salary: Tier Two: \$11.55 (starting) \$11.86/hr (at completion of 6 mo. probation)

Reporting Relationships: Reports to building principal and classroom teacher

Qualifications:

- **Education and Experience:** High School Graduate & Highly Qualified Paraprofessional Status (Certificate)
- **Clearances:** Must hold or obtain FBI, State Police, and Child Abuse clearances
- **Essential Skills:** Demonstrate ability to collaborate with educators and students. Working knowledge of Erie School District policies, procedures, and organizational structure. Experience working with ESL students.

Special Requirements:

- **Physical Demands:** Physical requirements are the same as those encountered in the course of a typical professional school environment.
- **Work Environment:** School

Essential Duties and Responsibilities:

- Facilitate small group instructional activity as directed by classroom teacher
- Supervise and monitor students as directed by classroom teacher
- Assist with clerical duties
- Perform other duties as assigned by building principals or classroom teacher

Evaluation: Conducted by building principal

This list is intended to be illustrative rather than complete and serves to show major duties and responsibilities and does not express or imply that these are the only duties to be performed by the incumbent in this position. The employee will be required to perform any other position-related duties requested by the supervisor.

Erie's Public Schools
148 West 21st Street
Erie, PA 16502-2834
P: 814.874.6000
F: 814.874.6049
www.eriesd.org

An Equal Opportunity Employer

INTERESTED APPLICANTS SHOULD SUBMIT A LETTER OF INTEREST AND RESUME TO THE HUMAN RESOURCES DEPARTMENT, 148 WEST 21ST STREET, ERIE, PA 16502, NO LATER THAN 3:30 P.M. SEPTEMBER 5, 2016.

APPLICANTS NOT CURRENTLY EMPLOYED BY THE DISTRICT MUST HAVE A BACKGROUND CHECK AS REQUIRED BY STATE LAW ACT 34 EFFECTIVE 1/86, CHILD ABUSE HISTORY CLEARANCE EFFECTIVE 7/96 & ACT 114 F.B.I. FINGERPRINT CHECK.

POST: 8:00 AM AUGUST 25, 2016

REMOVE: 3:30 PM SEPTEMBER 5, 2016

THE ERIE SCHOOL DISTRICT DOES NOT DISCRIMINATE IN EMPLOYMENT, EDUCATIONAL PROGRAMS OR ACTIVITIES BASED ON RACE, SEX, HANDICAP OR BECAUSE A PERSON IS A DISABLED VETERAN OR VETERAN OF THE VIETNAM ERA. THIS POLICY OF NON-DISCRIMINATION EXTENDS TO ALL OTHER LEGALLY PROTECTED CLASSIFICATIONS. PUBLICATION OF THIS POLICY IS IN ACCORDANCE WITH STATE AND FEDERAL LAWS INCLUDING TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, SECTION 504 OF THE REHABILITATION ACT OF 1973, AND THE AMERICANS WITH DISABILITIES ACT. INQUIRIES MAY BE MADE BY CONTACTING THE ERIE SCHOOL DISTRICT, 148 WEST 21ST STREET, ERIE PA 16502, (814) 874-6080.