



Central Office

Duane Lange, Superintendent/SCC Principal
175 East Aitken Road
Peck, MI 48466
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Special Education

Emma Navarro, Director
46 North Jackson Street
Sandusky, MI 48471
Phone: (810) 648-2200
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www.sanilacid.org

VACANCY NOTICE
Internal /External Posting
January 22, 2019

JOB TITLE: Instructional Aide-Severely Cognitive Impaired Program

Full-time IST's with benefits will remain full-time IST's with benefits in new position.

Part-time/non benefitted IST's will remain part-time IST's without benefits in new positions. (Hours of the new position will be modified).

(This position may include working in alternative settings dependent on district-wide/student needs).

Future moves, transfers, or duties, may be assigned (part-time hours may vary)

REPORTS TO: Principal/Supervisor of Special Education Programs

QUALIFICATIONS:

Education

Minimum: High school diploma or equivalent required

Preferred: Associates Degree

Abilities/Skills

Accept supervision and direction.

Work creatively and skillfully with students.

Exhibit emotional stability and physical stamina.

Exercise good judgment.

Make decisions in accordance with Board policies and established procedures.

Perform Essential/Other Duties, below

SALARY: Per Contract

APPLICATION DEADLINE: Monday, February 4 2019 by 3:30 PM

INTERESTED APPLICANTS SHOULD CONTACT:

Emma Navarro, Director of Special Education

Sanilac Intermediate School District

46 N. Jackson Street

Sandusky, MI 48471

Phone: (810) 648-2200 Ext. 4134

ESSENTIAL/OTHER DUTIES:

- Assist certificated, licensed and ancillary staff in the performance of instructional and related activities in the assigned area of responsibility.
- Participate in Individualized Education Planning meetings when requested.
- Participate and provide input in behavior management team planning meetings for the development of individualized behavior management plans for students in the assigned area.
- Implement procedures in accordance with individualized behavior management plans.
- Demonstrate emotional stability and physical stamina necessary to meet the requirements of the position to: (a) lift and move special education students ages 0-26 years of age, (b) meet

"Recognizing the value and needs of each person, the Mission of the Sanilac Intermediate School District is to provide leadership and deliver quality educational programs and services to local school districts resulting in improved learning for all."

individual student health care needs, including catheterization, toileting, tube feeding, etc., (c) physical movement (up and down or working on knees)., (d) working and walking outdoors for periods of time.

- Assist staff in the loading and unloading of students from school buses/vehicles in the assigned area of responsibility.
- Assist staff in the lifting and movement of students within the assigned area of responsibility.
- Assist staff in lunch activities, play and gym supervision and other services, as required in the assigned area of responsibility.
- Perform other related duties as assigned.