

# Longview Independent School District

## VACANCY ANNOUNCEMENT

### *2018 Extended School Year- Instructional Assistant*

---

#### **QUALIFICATIONS:**

Currently employed with LISD  
Two-three years experience working with special needs students  
Behavior Modification training

#### **SPECIAL KNOWLEDGE AND SKILLS:**

Experienced in working with at-risk children in a school setting  
Ability to follow verbal and written instructions  
Ability to communicate effectively  
Knowledge of general office equipment  
Excellent interpersonal interaction skills

#### **ILLUSTRATIVE DUTIES:**

Monitor student performance  
Maintain confidentiality in all school matters  
Encourage and reinforce positive social skills  
Perform varied tasks assigned with medically fragile students  
Be punctual and attend daily  
Perform other duties as assigned

#### **2018 Summer School Schedule:**

**June 18-21, 2018; June 25-28, 2018; July 9-12, 2018; July 16-19, 2018 (Monday – Thursday)**

**Instructional Time: 8:30 a.m. – 12:30 p.m. Work Time: 7:45 a.m. – 1:15 p.m.**

Staff Development – June 14, 2018

<b>SALARY:</b>	<b>\$15.00 per hour</b>
<b>REPORTS TO:</b>	<b>Extended School Year Principal</b>
<b>LOCATION:</b>	<b>Bramlette Elementary School</b>
<b>APPLICATION DEADLINE:</b>	<b>May 18, 2018</b>

**APPLICATION PROCESS:** In-district applicants submit: A letter of interest, current resume and the completed **2018 Summer School ESY Para Professional application.**

Please save the application to your computer as a PDF file and upload the completed application to the Human Resources Department Google application form on or before May 18, 2018. A copy of your completed application will be forwarded to your principal.

**CONTACT:** Loretta T. Martin, Director for Longview ISD Human Resources Department. For additional information, please call 903.381.2200.

**An Equal Opportunity Employer**

*Longview Independent School District is an equal opportunity employer and does not discriminate on the basis of age, national origin, race, color, sex, religion, disability, or against any other legally protected group.*

POSTED: 5/7/2018