

November 26, 2018

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SPRUCE MOUNTAIN SCHOOL DISTRICT

RSU73

Jay, Livermore, Livermore Falls

Special Services Education Technician III

Spruce Mountain Middle School

Description: RSU 73 is seeking an Education Technician III at Spruce Mountain Middle School to assist in the provision of education services student(s) with identified educational disabilities. The Education Technician III will assist in the targeted functional/instructional support of special needs student(s) under the direct and indirect supervision of supervising staff. Successful candidate must be able to provide appropriate levels of supervision for the various instructional and non-instructional duties as assigned within a variety of educational settings, dependent upon student needs. This position is an anticipated to serve as 1:1 for a student with significant functional/physical needs.

Essential Functions include:

- Carries out instructional and functional interventions and activities under direct and indirect supervision of supervising teacher.
- Carries out non-instructional duties such as recess, lunch and transportation assignments
- Completes data collection and required documentation in a timely, accurate and thorough manner as directed by supervising staff.
- Participates in district sponsored professional development
- Ability to perform essential functions and duties as outlined in Education Technician job description.

Certificates, Licenses, Registrations:

- Maine DOE Education Technician Authorization III or higher
- Successful background, criminal records, fingerprinting, and reference checks

Qualifications:

- At least three (3) years of college or 90 hours of approved study as required by Maine Department of Education
- Ability to work collaboratively and effectively in a team environment
- Ability to maintain effectiveness in a fast paced environment
- Ability to communicate effectively both orally and in writing
- Ability to diligently maintain confidentiality regarding student information
- Willingness and aptitude to be a strong role model of appropriate ethical and social behavior
- At least two (2) years experience in educational or rehabilitative environment strongly preferred

Application Requirements:

- Completed application, resume and cover letter
- Maine State Authorization as Education Technician III
- Criminal History Background Check
- Three (3) current letters of reference within relevant field

All interested candidates must submit a letter of intent to:

Todd LeRoy
Superintendent of Schools
9 Cedar Street, Livermore Falls, ME 04254

Email submissions may be sent to lwhite@rsu73.org

Applications available at www.rsu73.com

Closing date: when suitable candidates are found

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