

December 4, 2018

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SPRUCE MOUNTAIN SCHOOL DISTRICT

RSU 73

Jay, Livermore, Livermore Falls

Special Services Education Technician II

Spruce Mountain Elementary School

Description: RSU 73 is seeking an Education Technician II at Spruce Mountain Elementary School to provide targeted academic and behavioral/social skills instruction to students identified with educational disabilities in grades 2-5. The Education Technician II will assist and support teachers in the targeted behavioral/instructional support of special needs students within the RSU special services program under direct and indirect supervision of teaching staff. Candidates will provide appropriate levels of student supervision for the various instructional and non-instructional duties as assigned within a variety of educational settings, dependant upon student needs. This position is anticipated to serve students with a variety of educational, behavioral and physical needs.

Essential Functions include:

- Carries out behavioral and instructional interventions 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 II or higher
- Successful background, criminal records, fingerprinting, and reference checks

Qualifications:

- At least two (2) years employment experience in an educational environment strongly preferred
- Current Safety Care / MANDT / TCI / CIP certifications preferred
- 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

Application Requirements:

- Completed application, resume and cover letter
- Maine State Authorization as Education Technician II
- 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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