

THOMAS BUZBEE VOCATIONAL HIGH SCHOOL

Job Announcement

Position: Instructional Aide – Math Emphasis

Position Available: 1

Opening Date: March 16, 2017

Closing Date: Until Filled

Salary: Depends on Experience

Status: Exempt

GENERAL DESCRIPTION:

We are a residential facility and open enrollment charter school working with high school adjudicated and TDFPS male students. We are a year round school. We offer classroom academic programs via PLATO online system. We are seeking an instructional assistant with strong math skills through at least Algebra I.

REPORTS TO:

Thomas Buzbee Vocational High School Administration

QUALIFICATIONS:

- GED and/or high school diploma required.
- Possess or ability to qualify for SBEC aide certification required.
- Must be able to relate to youth and minority groups and work well in a team setting.
- Must have basic computer skills.
- Must pass a criminal history check and drug screen.
- Ability to keep confidential information.

SPECIFIC DUTIES:

- Responsible for providing math support to all students daily in an inclusive classroom.
- Comply with policies established by federal and state law, State Board of Education rule, and local board policy.
- Attend all education workshops assigned by school administration and disseminate information to appropriate staff.
- Perform other duties as assigned.

Contact

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Human Resources

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