



KANSAS SCHOOLS FOR THE DEAF AND THE BLIND

STATEWIDE RESOURCES ON DEAFNESS AND BLINDNESS

www.KSSDB.org

KANSAS STATE SCHOOL FOR THE DEAF
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KANSAS STATE SCHOOL FOR THE BLIND
1100 STATE AVE. · KANSAS CITY, KS 66102-4411
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**** **JOB OPENING ANNOUNCEMENT** ****

Kansas School for the Deaf

POSITION TITLE: Paraprofessional Substitute-One on One

SALARY: Placement made within agency guidelines on salary schedule depending upon professional background and experience.

SCHEDULE: Elementary/Middle/High School area on call basis only

EMPLOYMENT DATE: Open until filled

JOB DESCRIPTION: (Synopsis, full position description upon request) Provide Instructional assistance with a special needs student under the guidance of classroom teachers. Provide one on one instructional assistant with a special needs student in transition each classroom / activity. Prepares instructional materials, record keeping and maintaining school behavioral guideline. Knowing the whereabouts of student at all the times. Assist student with problem solving. Teaching grooming, housekeeping, and personal hygiene. Follows written work schedule, arriving and leaving on time. Maintain appropriate communication with student, teachers, parents and other professionals. Participate in activities designed to increase knowledge and improve skills related to performance of job-related responsibilities. Perform other duties as assigned.

MINIMUM REQUIREMENTS: High School Diploma or GED.AA or higher degree or training working with students preferred. Ability to communicate effectively in sign language and English with student, staff, parents. Ability to work cooperatively. Ability to correctly operate school machines, tools, and equipment. ASL and English assessments will be given at the time of interview.

SPECIAL REQUIREMENTS: Upon offer of employment a background check will be conducted via the KS Bureau of Investigation, Backgrounds Plus consents, Kansas Department of Children and Family Services, and Work Reference consent. Also a Tuberculosis test & Health Certificate must be passed upon offer of employment (cost borne by employee).

APPLICATION DEADLINE: Open Until Filled. Send resume and copies of all college transcripts. For consideration request an official KSD application or go to our website and submit application for KSD review.

CONTACT: Betty Smith, 913/210-8144/ Teresa Chandler, 913/210-8113 Human Resource Office Email: bsmith@kssdb.org/tchandler@kssdb.org Fax# 913/791-0557

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KSD AND KSSB EMBRACE DIVERSITY
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EQUAL EMPLOYMENT/EDUCATION OPPORTUNITY SCHOOLS

