



HOMEWOOD CITY SCHOOLS
Office of the Superintendent

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Please Post

POSITION ANNOUNCEMENT

January 16, 2025

The Homewood City Board of Education is currently seeking applicants in the following area:

Instructional Assistant (High School) – Special Education

All positions will report to the assigned building principal and work within the framework of the Homewood City Board of Education and the local school.

Applicants should be properly certified for the position. Salary will be based on experience and qualifications.

Applications may be [submitted here](#).

It is the policy of the Board that no person in this district shall, on the basis of race, sex, religion, belief, national origin, age, disability, ethnicity, sexual orientation, gender identity, and/or any personal characteristic(s), or an affiliation with the Boy Scouts of America, be denied the benefits of, or be subject to discrimination in any education program or activity. This includes employment, retention, and promotion

Homewood City Schools Role Description

POSITION TITLE: Instructional Assistant (Secondary) – Special Education

JOB SUMMARY: To assist the teacher in achieving identified instructional objectives

REPORTS TO: Principal

PERFORMANCE RESPONSIBILITIES

- Under the supervision of a certified teacher, performs tasks related to classroom instruction.
- Works with small groups of students to reinforce learning initially introduced by the teacher.
- Guides independent study, enrichment work, and corrective instruction directed by the teacher.
- Assists the teacher in preparing instructional materials for classroom use.
- Assists with routine classroom clerical duties.
- Assists teacher in the supervision of students.
- Helps with extra duties related to the supervision of students – lunch periods, assemblies, field trips, etc.
- Performs other duties as assigned by the teacher or principal.

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