

Ojibwe Charter School

Academic Support Specialist for grades 6-12

**QUALIFICATIONS:** •Bachelor degree or 10 years of experience working with students and a passing score on the Work Keys Assessment. Exhibit patience and willingness to work with elementary school students. • Exhibit emotional stability and physical stamina necessary for meeting the requirements of the position.

**RESPONSIBILITIES:** • Provide small group assistance in the areas of math, reading, social studies, and science. • Maintain confidentiality of information regarding all students. • Participate in in-service training programs. • Locate and utilize appropriate materials for students. • Maintain proper records. Parent liaison College and career planning services • Perform related duties and responsibilities as assigned.

**SALARY:** Based on education level and experience

**DIRECT SUPERVISOR:** Building Principal

**APPLICATION PROCEDURE:** Interested parties may apply via the applitrack system which is linked through the EUPISD website. Applications must include a resume', college transcripts, and a minimum of three references.

Partner Solutions reserves the right to select the person it believes will be the most successful in this position and will be the greatest benefit to the school(s). Partner Solutions does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

Please apply on the applitrack system or send college transcripts, cover letter and resume' to Superintendent Stephanie Vittitow [svittitow@eupschools.org](mailto:svittitow@eupschools.org).