

**DEPARTMENT OF CHILDREN AND FAMILIES
Albert J. Solnit Children's Center
Instructional Assistant - 2 positions
Part-time (34 hours weekly)**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: Albert J. Solnit Children's Center, South Campus
Job Posting No: VB96229S
Hours: 34 hours weekly, Monday through Friday
Salary: \$21.10 - \$27.59 hourly
Closing Date: 10/8/13

Eligibility Requirement:

The Unified School District II of the Department of Children and Families has an immediate employment opportunity for two (2) part-time (68 hours bi-weekly) 12 month Instructional Assistant positions. These positions are located at the Riverview School at the Albert J. Solnit Children's Center in Middletown, CT, a school operated within a psychiatric facility for children and youth. Responsibilities include, but are not limited to: providing instructional support services to students working under the direct supervision of a classroom teacher, assisting in the implementation of Individual Education Programs (IEPs), supervising students in groups or individually when teachers are temporarily absent from the classroom during the school day, providing one to one tutoring for eligible students under the supervision of a certified teacher and assisting with classroom management. Quilified applicants must have a high school diploma (or GED certification) and two years of college credit; preference will be given to those who have passed the State Board of Education Paraprofessional Assessment. Substitutions Allowed: An associate's (or higher) degree may be substituted for the two (2) years of college credit. Passing a State Board of Education adopted Paraprofessional Assessment which assesses content knowledge in mathematics, reading and writing and an understanding of how to assist in the instruction of these topics may be substituted for the two (2) years of college credit.

General Experience: High school diploma or General Educational Development test (GED Certification) and two (2) years of college credit.

Substitutions Allowed: Passing a State Board of Education adopted Paraprofessional Assessment which assesses content knowledge in mathematics, reading, and writing and an understanding of how to assist in the instruction of these topics may be substituted for the two (2) years of college credit.

Special Requirement: Incumbents in this class maybe required to possess and retain a current Connecticut Motor Vehicle operator license.

Working Conditions: Incumbents in this class may be required to lift light to medium weights and be exposed to some risk of injury from assaultive or abusive students.

Note: The filling of this position shall be in keeping with established reemployment, transfer, promotion, and SEBAC employment obligations.

Application Instructions: Applicants must submit a CT-HR-12 (employment application), resume, letter of intent, any certification or license required and three (3) letters of supervisory reference; current state employees must submit their two most recent performance appraisals in lieu of references. The filling of this position shall be in keeping with established reemployment, transfer, promotion, and SEBAC employment obligations. Include the specified posting number on all application materials. Incomplete applications will not be considered. Please mail all application materials to the address indicated.

**Department of Children & Families
Albert J. Solnit Children's Center - South Campus
Human Resources
Attn: Jasmyn Raymond
915 River Road, Middletown, CT 06457**

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.