



WISSAHICKON CHARTER SCHOOL

Special Education Assistant Teacher

Overview

Wissahickon Charter School is looking for an Assistant Teacher for a small special education classroom. The Special Education Assistant will be responsible for helping the lead teacher(s) support students in meeting their academic and social-emotional goals.

Key Responsibilities

- Manage and support student behavior in the classroom and during transitions.
- Provide small group and one-on-one instruction and interventions
- Maintain sensitive, confidential information
- Work collaboratively with the special education team
- Participate in relevant professional development

General Expectations:

- Being on time and present in your role each day
- Conducting yourself in a professional manner at all times
- Understanding what constitutes appropriate interactions with students and other staff members
- Ensuring adult conversations are held in spaces provided for adults
- Limiting cell phone and other electronic use to break times or when emergencies arise; always away from students when possible
- Contacting your supervisor and lead teacher when you are unable to come to work via phone and/or email

Qualifications

- Associate's degree or at least 48 college credits required, Bachelor's degree preferred. Associate's or Bachelor's degree in education a plus.
- Pennsylvania Criminal Record Check, Pennsylvania Child Abuse History Clearance, FBI clearance and a current health assessment
- Experience working with adolescents, in an urban school-setting preferred
- Experience working with students receiving special education services
- Knowledge of and ability to apply relevant current special education methodologies and techniques
- Behavioral management skills, including the ability to motivate students
- A strong sense of personal accountability
- Ability to problem-solve
- Demonstrated professionalism and responsibility, and a strong work ethic
- A positive, high-energy attitude and a drive for personal excellence

Compensation:

The position is about 27.5 hours a week and pays an hourly rate of \$10/hour. When the teacher is absent or in training, the Assistant can substitute at a rate of \$120/day.

4700G Wissahickon Avenue, Philadelphia PA 19144 • www.wissahickoncharter.org



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About Wissahickon Charter School

Wissahickon Charter School's first and current campus, Fernhill, opened in 2002 and serves 485 K-8 students from across Philadelphia. Our second K-8 campus, Awbury, opened in the fall of 2014. The mission of Wissahickon Charter School (WCS) is to provide a community of learning that stimulates and builds the child's intellectual, social, and character development. Wissahickon Charter Schools are planned around three essential elements: an environmental focus that allows students to experience the curriculum, recognition of service learning projects as key in students' success, and an emphasis on parents as partners in the learning experiences of their children.

How to Apply

To be considered, please send the following to applicant@wissahickoncharter.org. Please indicate "Special Education AT" in the subject line.

1. Cover letter indicating why you would be a great fit for this position
2. Resume

Wissahickon Charter School is committed to hiring a diverse staff and encourages those from traditionally under-represented backgrounds to apply. Wissahickon Charter School does not discriminate in hiring or employment, or in the administration of its educational policies, admissions policies, or other programs.