

The Museum School of Avondale Estates seeks a qualified, motivated, and passionate educator to become an Instructional Assistant (paraprofessional) at the school. The Instructional Assistant will work closely with classroom teachers and staff to provide assistance with classroom organization, management, and instructional strategies.

The mission of The Museum School of Avondale Estates is to inspire students, teachers, and the community to collaborate to develop strong critical thinking, interpersonal, and academic skills in our students, which will prepare them for real-world success. The Museum School offers the accessibility of a public school with the organizational and curricular innovation of a museum school model. Beginning at the neighborhood level, students develop a strong sense of community, independence, responsibility, and respect for the impact of their decisions and actions on others. These skills will inspire them with the confidence to identify and manage problems at the local and global level.

Qualifications

- Certified or certifiable Georgia Paraprofessional
- Bachelor's Degree Preferred
- Two (2) years of experience with children preferred

Responsibilities

- Assisting teachers and students by working with students individually or in small groups, reinforcing instruction while attending to student's learning styles and academic level
- Assisting with classroom management and classroom organization
- Proctoring during assessments, including but not limited to Milestones and MAP administration
- Acting as substitute in the teacher's absence
- Assisting administrators and other staff members in the supervision of students during arrival, dismissal and lunch
- Assisting teachers and other staff members with supervision of students during learning expeditions
- Other duties as required

How to Apply

The position will be for the 2018-2019 school year. Qualified candidates should send a detailed cover letter, resume and contact information for 3 references to:

The Museum School of Avondale Estates

Attn: Katherine Kelbaugh

923 Forrest Blvd

Decatur, GA 30030

Visit: <http://www.themuseumschool.org/>