



"Preparing for the Future, One Child at a Time"

SUPPORT STAFF

POSITION	ELL Interpreter – Monroe Middle School
DESCRIPTION	<p><u>Position Details:</u> The successful candidate must be able to collaborate with staff and be a positive team member. Provide support and assistance to certified teaching staff through working with students in classroom and non-classroom settings by supporting English Language Learners.</p> <p><u>Essential Duties:</u></p> <ul style="list-style-type: none">• Provide social, emotional, behavioral, and academic support to students in all activities throughout the school day• As directed by the certified teachers, assist students individually or in groups with academic projects and activities• Develop trusting relationships with students to foster a maximum learning and positive school experience• Provide feedback to the teacher on student progress and challenges• Participate in lesson plans development and preparation for classroom activities as requested by the teacher• Maintain a professional demeanor in all interactions with students and adults• Serve as a positive adult role model during interactions with students
QUALIFICATIONS	<p>Candidates must be fluent in Spanish and English. Previous experience working as an educational aide is preferred but not required. Associates degree or equivalent experience or ability to pass required DPI Title I academic assessment. Basic computer and media skills. Candidates must either have or be eligible for a Special Education Aide license from the Department of Public Instruction (DPI)</p>
CONTRACT	<p>38 Hours per week/36 weeks per year beginning the 2024-2025 school year Pay range \$19.45 – \$22.27</p>
SUBMIT	<p>Letter of Interest Resume 3 current references (within the last three years) with contact numbers</p>
TO	<p>APPLICATION MATERIALS MUST BE SUBMITTED VIA EMAIL Matt Brown, MMS Principal 1510 13th Street 608-328-7140 (phone) mattbrown@monroe.k12.wi.us</p>
DEADLINE	<p>Open until filled</p>

The application materials submitted and interview are vital components of the decision-making process when filling vacancies. The ability to communicate effectively in both verbal and written manner is considered an essential skill for all district personnel. The School District of Monroe is an equal opportunity employer.