



NEW MIAMI BOARD OF EDUCATION JOB POSTING

TO: Any Qualified Applicant (Internal and External Posting)
FROM: New Miami Board of Education Office
DATE: November 13, 2023

We are now accepting applications for the 2023-2024 school year for the vacancy of:

Position: Support Staff – Instructional Assistant – Paraprofessional
Elementary School Educational Aide – Full Time

Location: New Miami Elementary School

Qualifications:

- High school diploma or equivalent.
- Holder of valid Ohio Educational Aide Permit ESEA Qualified.
- Valid driver's license.
- At least eighteen (18) years of age.
- First aid training preferred.
- Willing to dispense medicine.
- Knowledge of office procedures, filing, and computer experience.
- Able to maintain confidentiality of students' records.
- Neat, well groomed, professional appearance.
- Good health, high moral character, good attendance record, and a pleasant disposition.
- Demonstrates sincere desire to aid all students.
- Satisfactory report from Criminal Records check.
- Previous experience as a paraprofessional preferred.

Date of Employment: For the 2023-2024 School Year

Salary: Commensurate with training/experience as established by Board Policy.

Duties: Job description available upon request.



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Application Process:

Administration will review all applicants who have submitted their resume to:

Mr. Josh Senters, Director of Special Education and Human Resources
New Miami Local Schools
600 Seven Mile Avenue
Hamilton, OH 45011
Phone: 513-863-0833
E-mail: jsenters@new-miami.k12.oh.us

Click [HERE](#) to apply.