

## TEACHING ASSISTANTS

The Teaching Assistant will assist the instructor in a supportive role in instructional settings. They will collaborate closely with instructors, providing support in various instructional settings. This position falls under the Secretary and Support Staff Collective Bargaining Agreement and reports to the Supervisor of Special Education. This position is a 10-month (188-day) position and shall be responsible for all duties assigned by the Supervisor of Special Education.

**STARTING DATE:** 2024.2025 School Year

### **SALARY & BENEFITS:**

Salary ranges from \$18,850. Benefits include employee individual health insurance, term life insurance, long term disability insurance and PSERS retirement.

**GRADE LEVELS:** 10, 11, AND 12

### **EDUCATION REQUIREMENTS/RESPONSIBILITIES/QUALIFICATIONS:**

- See attached Job Description.
- High school education required
- Ability to work well with other staff.
- Ability to interact well with teachers and students in a shop/instructional area.
- Pre-Employment Drug Screening and Criminal Background checks performed upon hire (current Act 24, 34, 114, and 151 clearances (dated within one (1) year) and Act 168 Disclosure Releases will be accepted).

**DEADLINE FOR APPLICATION:** Screening will begin immediately and will continue until the position is filled.

### **APPLICATION PROCEDURE:**

Obtain standard application and submit along with resume and letter of interest to: Director, Career Technology Center of Lackawanna County H.J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania 18508-1491; Phone: (570) 346-8471 Ext. 103 or Email: [tcerep@ctclc.edu](mailto:tcerep@ctclc.edu)

#### **EQUITY STATEMENT**

The Career Technology Center of Lackawanna County will not discriminate in their educational programs, activities or employment practices based on race, color, national origin, sex, disability, age, religion, ancestry, or any other legally protected classification. This policy is in accordance with state and federal laws, including Title VI, of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Pennsylvania Human Relations Act. Information relative to special accommodation, grievance procedure, and the designated responsible official for compliance with Title VI, Title IX, and Section 504 may be obtained by contacting the Career Technology Center of Lackawanna County, Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania by calling (570) 346-8471.