**Hanford Elementary School District**
**Human Resources Department**
June 1, 2026

**NOTICE OF VACANCY:**
**SUBSTITUTE SPECIAL CIRCUMSTANCE AIDE**
**$22.19/hr.**

**ASSIGNMENT:** Site to be determined; on-call as needed. Typical assignment is 5.75 hours per day, Monday through Friday. Usual scheduled hours are: 8:00 a.m. to 2:30 p.m.; Wednesday: 7:45 a.m. to 1:45 p.m.

**MAJOR RESPONSIBILITIES**: Under the direction of certificated personnel, the Special Circumstance Aide (SCA) has the responsibility of providing support services to special education students on a 1:1 basis as defined in each student's individual education plan (I.E.P.) Services include personal care, behavioral support, and individualized instructional support, physical, emotional and social support to special education students as needed. (Yard duty work included.)

**REQUIREMENTS:** Equivalent to graduation from high school. Must meet the following requirements: Complete two years of higher education study, OR Hold or Obtain an Associate's degree (unofficial transcripts required) OR Pass a formal state or local academic assessment that demonstrates knowledge of and the ability to assist in teaching, reading, writing, and mathematics or reading, writing and mathematics readiness (Paraprofessional Exam). Must also pass the High School Proficiency Test. CBEST meets both requirements. Must also have two years of successful experience involving contact with children with special needs in an instructional capacity or one year of experience with an AA degree with educational, medical or social services field focus preferred.

**WORKING CONDITIONS:**

Environment: School environment working with school age children. Subject to exposure to abusive or violent individuals. Exposure to Bloodborne Pathogens. Must be available to attend IEP meetings held outside of regular school day hours. Must be willing and available to attend additional District provided training as outlined in IEPs. May be required to visit student in home environment or other setting, beyond the school campus.

Physical abilities: Vision to read and write materials and monitor student activities with or without aids; hearing and speaking to exchange information and provide assistance to students; bending at the waist; walking and standing for extended periods of time; dexterity of hands and fingers to operate assigned equipment; and ability to lift students weighing up to 50 pounds who may have problems with mobility.

Interested applicants may respond by submitting the following to the Human Resources Department by the final filing date:

Interested applicants must apply on Edjoin.org and answer the supplemental questions.
**Proficiency Testing and the Paraprofessional Exam are given by the Kings County Office of Education call (559) 589-2500, to schedule if you have not already taken and passed these tests.**

For information, contact:

Human Resources Department
714 North White Street
Hanford, CA 93230
Phone: 559-585-3619
www.hanfordesd.org

**FINAL FILING DATE: OPEN UNTIL FILLED**

The Hanford Elementary School District does not discriminate on the basis of the person's actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation at any district site and/or activity. No person shall be denied employment solely because of any impairment which is unrelated to the ability to perform the essential functions of the position for which application has been made.