

Randolph Southern School Corporation

Dr. Donnie Bowsman, Superintendent
Mrs. Cindee Cowen, Deputy Treasurer



Mrs. Melissa Kosisko, Treasurer
Mrs. Amanda Bragg, Adm. Assistant

~Strives for Educational Excellence~

Junior/Senior High School Paraprofessional

2024-2025 School Year

Coaching opportunities available

Job Requirements:

Under direction of an assigned supervisor, perform a variety of instructional tasks in support of a special education classroom; assist the teacher by performing a variety of clerical duties related to special education programs; assist in monitoring and responding to students with special needs. Applicants must currently hold a valid Driver's License in good standing.

Examples include but are not limited to

- Assist a certified teacher by providing individual assistance to students in academic areas; work with small groups of students to reinforce instruction provided by the teacher.
- Assist students with low academic skills in Language Arts and Math; focus strongly on classroom discipline; follow structured program daily.
- Monitor children on educational field trips and during lunchtime; monitor students getting on and off school buses as assigned; ensure health and safety regulations are observed.
- Confer with teachers concerning programs and materials to meet student needs as necessary.
- Maintain student work areas in a neat and orderly manner.
- Perform related duties as assigned.

Application Instructions:

Complete Non Certified Application; available at [rssc.k12.in.us / employment](http://rssc.k12.in.us/employment)

Contact Information:

Mr. Daniel Allen

2 Rebel Drive, Lynn IN. 47355

Phone: 765-874-2541 / Fax: 765-874-2660

Email: humanresources@rssc.k12.in.us