**To Apply:**

<http://www.applitrack.com/cybersummit/onlineapp/>

**Salary:**

Salary schedule placement commensurate with experience and training.

**Deadline for Applications:**

Until filled

One-on-One Attendant,

assigned to the Kids First/TOPS Program

**Term:** 2024-25 School Year

**Qualifications and Possible Job Duties Include:**

* High School Diploma
* Previous experience with students with special needs (Autism Spectrum Disorder) preferred
* An issued ODE educational aide permit, or able to obtain a permit from the Ohio Department of Education
* Successful completion of all pre-employment screenings
* Such alternatives to the above qualifications as the Board may find appropriate and acceptable
* To assist the student in participating with classroom activities
* To help student with daily living skills (including, but not limited to: removing coat, zipping, buttoning, tying shoes, and toileting)
* To assist with behavior interventions and reinforcement activities as directed by the teacher
* To assist the teacher to supervise children (for example: halls, restrooms, playground, during gross motor activities, lunch, and boarding the bus)
* To set up and clean up specific centers in the classroom (art, music, fine motor, etc.)
* All other duties as assigned

*Summit Educational Service Center is an Equal Opportunity Employer.*

*FMLA regulations require all employers to post the updated* [*FMLA notice*](http://www.generalasp.com/pdfs/fmlaPoster.pdf)