

# **Avondale Meadows Academy Special Education Assistant**

## **Avondale Meadows Academy**

Located in one of Indianapolis's most underserved communities, Avondale Meadows Academy (AMA) is a tuition-free, K-5 public charter school currently in its sixteenth year of operation. We are a diverse collection of families, educators and volunteers committed to equipping our students with the strongest possible preparation for success in Indianapolis's most demanding high schools.

AMA employs a rigorous and engaging curriculum aligned to state standards. Our teachers use a wide breadth of effective instructional strategies, innovative tools and technology and a variety of services to challenge and support students to meet ambitious academic goals. We find creative, engaging ways to involve parents in our work helping students build not only their academic skills but also habits of curiosity, kindness, focus and persistence essential to college and life success.

## **Position Purpose**

AMA is looking for a skilled, knowledgeable team member dedicated to helping all students succeed in our school. This person may work in kindergarten- 5th grade classrooms as well as within the resource/special education room, supporting students with varying levels of need and disabilities. The special education assistant will collaborate closely with resource teachers to support behavior and academic needs with a focus on providing students meaningful access to the core curriculum and the educational environment. They will assist in the preparation of instructional materials and implementation of lesson plans and provide routine support.

An ideal candidate excels in relationship building and has the desire to be a part of a larger team to support kids. At AMA there is a strong focus on collaboration, so it is essential that all team members are reliable, timely, and punctual with all expected assignments and duties. The special education assistant should have a strong desire to learn best practices in providing social, emotional, and academic support to students. Oftentimes the special education assistant will be tasked with thinking outside of the box to help develop solutions for students who struggle to meet behavioral or academic expectations. A candidate excited to help provide opportunities for success to all students is encouraged to apply.

## **Qualifications**

The ideal candidate for this position will meet the following qualifications:

- An associates degree or equivalent work experience
- Experience working with children, especially students who have struggled to build the academic or behavioral skills fundamental to school success
- The management tools and the temperament necessary to provide diverse students at varying skill levels with a safe, supportive environment to grow and do their best work
- Experience involving families (parents, grandparents and guardians) as well as the community in support of children's academic and social development
- Excellent writing and overall communication skills
- A cooperative, energetic disposition and capacity to work in concert with a team
- The capacity to work in a fast-paced, collaborative environment relentlessly focused on high standards and achieving ambitious goals for our young students

## **To apply for this position, submit the following:**

- Letter of interest
- Current resume and supporting materials
- At least three (3) professional references (including a former or current supervisor)