

Tennessee School for the Deaf - Nashville Educational Assistant

Job Location: TSDN is located in Nashville, TN on the campus of Tennessee School for the Blind.

Description: The Educational Assistants (EA) at TSD assist teachers in the classroom with the daily operation of instruction and classroom management. EA's provide academic support to students in all grades as assigned PreK-12.

Qualifications:

- Completed two years (48 semester hours) of study at an institution of higher learning or obtained an Associate's degree or higher
- Passed the Para Pro Assessment
- Strongly preferred ASL (American Sign Language) skills
- Computer skills required to assist students on educational devices
- Possess current Tennessee Driver's license and clean driving record

Terms of Employment: Full-Time executive 10-month employee

Essential Duties and Responsibilities:

- Prepares a variety of standard records and reports
- Assist teachers in the classroom
- Provides tutoring help to students
- Substitutes in classroom when teachers are absent
- Supervises students at lunch
- Transports students to various off campus activities
- Types letters and reports as needed
- Prepares instructional materials

Preferred KSA's:

- Preferred applicant will be able to communicate fluently through sign language
- Ability to utilize computers and other educational technologies in the classroom
- Knowledge of classroom structure
- Experience working with deaf and hard-of-hearing students in educational settings
- Ability to multi-task and change tasks rapidly

Pursuant to the State of Tennessee's policy of non-discrimination, the Tennessee School for the Deaf does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, sexual orientation, age, disability, or military services in its policies, or in the admission of, access to, treatment, or employment in its programs, services, or activities.



Tennessee
Schools for the Deaf

Job Posting – 10/18/2018

Salary and Benefits: State of Tennessee Salary Grade 019, \$1,875 - \$2,999
Benefits include medical, dental, vision and life insurance, pension, 401(k) match, employee assistance program, personal and sick leave (PTO) and more.

How to Apply: Application may be sent to employment@tsdeaf.org
Or Human Resources - 2725 Island Home Blvd. Knoxville, TN 37920

The applicant selected for this position must complete full background checks including fingerprinting. Background checks will be completed through TBI, FBI, DCS, TN Registry of Sexual Offenders, and TN Registry of Abuse.

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