

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.

TSDN Educational Assistant – Full-Time

Description: The Educational Assistant's (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-6th grade.

Qualifications:

- Completed two years (48 semester hours) of study at an institution of higher learning or obtained an associate 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 10-month employment (August – May)

Essential Duties and Responsibilities: *These are not exclusive or all-inclusive. Other duties may be required and assigned.*

- Assist teachers in the classroom
- Provides tutoring help to students
- Assist with student self-help skills
- Substitutes in classroom when teachers are absent
- Supervises students at lunch
- Transports students to various off campus activities
- Prepares instructional materials
- Abides by all state regulations and school procedures
- Prepares a variety of standard records and reports

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

Benefits: Benefits include medical, dental, vision and life insurance, retirement pension, 401(k) match, employee assistance program, personal and sick leave (PTO) and more. A full listing of employee benefits can be found here [Benefits Link](#).

Salary: Starting salary \$2,372 per month.

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.