

## **ONE-ON-ONE SCHOOL ASSOCIATE**

(Temporary position during school day 8:15am-3:00pm)

The One-on-One Associate will assist a Cedar Ridge School student in need of one-on-one adult supervision during the school day for as long as there is a student requiring these services. The goal of this position is to provide support to the classroom instructional staff in the management of the behaviors of the student in need of one-on-one services; intervene as directed in crisis situations and assist classroom teachers in the implementation of educational programming to the identified student. This position requires a person who is flexible and exhibits patience.

### **JOB QUALIFICATIONS:**

1. Must have ability to intervene in a crisis situation.
2. Must have sufficient academic abilities to occasionally support the student educationally.
3. Must have communication and counseling abilities in interacting with the student and the classroom staff.
4. Other duties as listed in the Job Description for the position.

If you currently work at Cedar Ridge and are interested in this position, please note it is our desire to select someone who is not working Full Time and paid on an hourly basis. This is to avoid creating overtime issues if working over 40 hours in conjunction with their normal job. Also note that there are restrictions for salaried staff regarding the number of additional hours and days they can work in conjunction with their regular job.

**If you are interested in this position, in-house applications are available in the mail room in the Administration building. If you need further details, please see either Margaret or Twila in the Human Resource Department. Application deadline is Thursday, August 27<sup>th</sup> at 4:30 PM.**