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J. Jade Sipic, Dean of Secondary Education  
Dawn Ziegler, Secretary

Angela Clark, Counselor  
Karen Renner, Counselor

## Teaching Assistant

### Vacancy Announcement

**Course:** Health

**Teacher(s):** Mrs. Fervida

**Position Overview:** Student will be expected to perform some daily office type activities and help students in need.

**Responsibilities:** The teaching assistant duties include:

- Prepare materials for classroom activities
- Maintain bulletin boards
- Create materials that could be used in the classroom
- Running errands
- Help students who may struggle with content
- Grade classroom activities

**Required Qualifications:** The ideal candidate will possess the following characteristics:

- Trustworthy
- Good attendance
- Pass health with a B or higher
- Be a JR or SR at NWHS.

**How to Apply:** Qualified applicants should submit an academic resume to Ms. Sipic, either in paper format or electronically to [jsipic@wanee.org](mailto:jsipic@wanee.org). The position(s) you are applying for should be clearly indicated in the Objective section of your resume. Upon placement, you will be required to complete a Teaching Assistant agreement. Students failing to follow any of the application requirements will not be considered for a Teaching Assistant position.