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

Angela Clark, Counselor
Karen Renner, Counselor

Teaching Assistant

Vacancy Announcement

Course: Science Department

Teacher(s): J. Bell, M. BeMiller, S. Neff, M. Nolt, D. Wilson, A. Wolfe

Position Overview: Assisting Science teachers with preparation, lab setup/cleanup and daily activities

Responsibilities: The teaching assistant duties include:

- Grading minor assignments
- Record keeping
- Organizing/Filing/Copying
- Using technology to create materials
- Errands within the building
- Lab setup/cleanup

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

- Maintains strong attendance record
- Honest and Ethical
- Technology skills
- Strong work ethic
- Show initiative
- Willingness to assist peers
- Has successfully completed the course or similar higher level course for which they wish to TA

How to Apply: Qualified applicants should submit an academic resume to Ms. Sipic, either in paper format or electronically to 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.