



## POSITION VACANCY

<b>DATE POSTED:</b>	March 23, 2023
<b>POSITION:</b>	Instructional Assistant – Buffalo Campus
<b>REPORTS TO:</b>	Director – Buffalo Campus
<b>STARTING DATE:</b>	August 17, 2023
<b>SALARY RANGE:</b>	Per Salary Schedule
<b>WORK YEAR:</b>	191 days
<b>QUALIFICATIONS:</b>	High school graduate, Certification as required or eligible for proper licensure/certifications. Meet requirements as established by state law and the Board of Education. Pass criminal background checks as required by law.
<b>RESPONSIBILITIES:</b>	Assists academic and/or career-technical staff in working with high school students. Monitor students in assigned locations.
<b>APPLICATION DEADLINE:</b>	April 6, 2023
<b>APPLY TO:</b>	Stephanie VanDusen, Executive Secretary – Central Office

**MID-EAST CAREER AND TECHNOLOGY CENTERS  
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