

KERN COUNTY SUPERINTENDENT OF SCHOOLS
APPROVED SEPTEMBER 2003
RANGE: 35.5
CLASSIFIED
CODE: 5, 7

INSTRUCTIONAL AIDE II – MIGRANT EDUCATION EXTENDED DAY

DEFINITION

Under direction of the Migrant Education Program (Lead Teacher), the Instructional Aide II – Migrant Education Extended Day will provide supplemental tutoring to individual and small groups of migrant students in School Readiness Skills (PK), Language Arts, Math and other content areas/subjects.

Tutoring takes place during extended days (including weekends)/year and/or weekends.

Tutoring may take place in homes and community sites.

EXAMPLES OF DUTIES

Make home visits to provide tutoring to migrant students (ages PK to age 22);

provide ideas to migrant parents on reinforcing learning in a home setting;

assist Lead Teacher in preparing supplemental materials to be used by migrant students;

have on going communication and supervision by Lead Teacher;

attend and participate in preservice, inservice and parent meetings that are called by the regional office and/or Lead Teacher;

maintain appropriate records for each migrant student;

assist in collecting data on identified migrant students;

follow the schedule Migrant Education Lead/Resource Teacher in order to tutor and provide other supplemental services;

works only with migrant students.

QUALIFICATIONS

Knowledge of:

Correct oral and written language usage, spelling, grammar and punctuation in English;

tutoring techniques.

Ability to:

Communicate and work well with diverse populations on a professional/personal basis;

if needed, communicate in second language (e.g. Spanish);

work flexible hours based on needs of migrant families' schedules.

Experience:

One year performing similar job duties is required;

fluency and experience in oral and written Spanish preferred.

Education:

High school graduation or equivalent required.

Associate's degree preferred.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

11/19/15

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