**Job Title:** Fulltime Special Education Educational Assistant

**Job Location:** Sejong Academy Charter School, 1330 Blair Ave. N., St. Paul, MN 55104

**Background:** Sejong Academy is a Korean immersion charter school, serving approximately 198 students in grades PreK-8. Go to [www.sejongacademy.org](http://www.sejongacademy.org) for more information on the school’s mission and vision.

The successful candidate will provide highly-effective and high-quality instruction as a Special Education Educational Assistant.

**Essential Functions:** Essential functions, as defined under the Americans with Disabilities Act, may include any of the following representative duties, knowledge, and skills.  Essential duties and responsibilities **may** include, but are not limited to, the following:

* Develop and maintain long-range and daily instructional plans based on Sejong Academy’s curricula that fosters thinking, reasoning, and problem-solving.
* Provide effective, developmentally-appropriate one on one instruction for the student
* Promote students' comprehension of and interaction in a respectful environment
* Promote cooperation, assertion, responsibility, empathy and self-control among students, as well as conflict resolution strategies.  Establish developmentally-appropriate behavioral expectations for the student.
* Collaborate with the Special Ed teacher to develop and implement best practices based on the students’ IEP, needs and abilities
* Collaborate and communicate regularly with families in making educational decisions.  Promote family involvement to support student learning.

**Qualifications:**

* Strong content knowledge of elementary school subjects
* Experience working with children with autism preferred
* Experience with ABA – Applied Behavior Analysis - preferred
* Experience working in a team environment
* Familiarity with/training in Responsive Classroom and Immersion teaching preferred.
* Conversational Korean preferred but not required

**Application Date:** Open until filled

**Starting Date:** August, 20, 2019

**To Apply:** Send resume with cover letter to Brad Tipka at [btipka@sejongacademy.org](mailto:btipka@sejongacademy.org)