

**Temporary Instructional Aide  
Southeast Fountain Elementary School**

Southeast Fountain Schools has a temporary instructional aide opening in Kindergarten at Southeast Fountain Elementary School for the Spring 2021 semester. The primary responsibilities are assisting students in small group instruction, providing accommodations, support in the general education classroom, and supervision duties. Position will remain open until filled.

**Job Requirements**

Must hold appropriate certification or be willing to complete the instructional aide assessment.

**Qualifications**

1. Effective organizational and communication skills
2. Ability to work with children of various age levels and abilities
3. Supportive of classroom instruction and management
4. Willingness to assist with multiple duties

**Application Process**

Provide the following information to Mrs. Kelli Morgan, Principal:

1. Letter of interest
2. Resume
3. References
4. Copy of college transcripts (if available)
5. Please email all above information to: [morgank@sefschools.org](mailto:morgank@sefschools.org)

If you are unable to send via email, send the above information to:

Southeast Fountain Elementary      Fax: 765-294-3206  
% Kelli Morgan                              Phone: 765-294-2216  
780 E. US Hwy 136  
Veedersburg, IN 47987

Kelli Morgan, Principal: \_\_\_\_\_ *Kelli Morgan* \_\_\_\_\_

Building Rep.: \_\_\_\_\_ *Kathy Davis, Alisa Stewart-Merryman* \_\_\_\_\_

Date: January 2, 2021