

**The School District of the Tomorrow River  
357 North Main Street  
Amherst, Wisconsin 54406  
715/824-5521 ext. 1**

**VACANCY NOTICE**

Posted: November 2017

**Position: *Licensed Classroom Assistant at the Tomorrow River Community Charter School***

**Duties:** Seeking an enthusiastic individual to be a Classroom Assistant (CA) for grades Prekindergarten through 6<sup>th</sup>. The classrooms are inspired by Waldorf and Environmental education. The CA will be working to develop the children's capacities for physical well-being, for emotional and social depth and connectivity, and for creative, free, and clear thinking. This individual will be striving to create, with the TRCCS teachers, a nurturing classroom environment where the children's meaningful work and healthy social life is encouraged and guided. The CA will work supporting the full classroom and supporting individual students with behavioral or special needs, in addition to providing breaks for teachers and daily recess duty.

**Qualifications:**

1. Teaching experience or Wisconsin DPI licensure desired, or ability to obtain licensure
2. Experience/training/certification in Waldorf education desired
3. Must have effective communication skills – oral, written, technological, time management and organizational
4. A love for working with children, working with colleagues in a collaborative and supportive manner and openness for the unexpected
5. Such alternatives to the above that the district may find acceptable
6. Favorable background check

**Wage/Schedule:** 12.09 per hour (Step 0 Licensed TA on the 2017/18 wage schedule), 6 hours a day, Monday through Friday (on student attendance days) for the 2017/2018 School Year, beginning December 2017

**Application Deadline:** Position open until filled; applications will be reviewed as received. Apply ASAP

**Application Procedure:**

**STEP 1.** Visit the TRSD website at [www.amherst.k12.wi.us](http://www.amherst.k12.wi.us) and print an official Support Staff Employment Application form, or contact the District Office for an application at 715/824-5521 x1.

**STEP 2.** Complete and return the application with all of the following to

Mr. Michael Toelle, Tomorrow River School District, 357 North Main Street, Amherst, WI 54406:

- Cover Letter (addressed to Mr. Michael Toelle)
- Resume
- Transcripts of All College Coursework, if applicable
- Copy of License, if applicable
- (2) Current Letters of Recommendation (work related letters preferred)

This job description in no way states or implies that these are the only duties to be performed by this employee. Contact Chamomile Nusz the TRCCS School Coordinator with any questions pertaining the TRCCS or the position at 715-346-2730 or [info@trccs.org](mailto:info@trccs.org).

***An Equal Opportunity Employer***

***Information about Wisconsin Licensing can be obtained by calling 608/266-1027***