

West Las Vegas Schools Employment Opportunity – Public Notice

West Las Vegas Schools is currently accepting applications for the following position:

- **Special Education Instructional Assistant (Valley Elementary/Middle School)**

Applicants must possess or be eligible to apply for a Level Three PreK-12 Educational Assistant license.

Duties include, but are not limited to, the following:

- Works under the supervision and direction of the classroom instructor while performing his/her duties
- Assists teacher in maintaining classroom environment
- Demonstrates understanding of student's problems
- Demonstrates initiative and creativity with students and their program
- Assists students with their academic subjects, social skills development, and other non-academic areas as directed by the instructor
- Assists students with independent seatwork assigned by the instructor
- Other duties as assigned

Deadline: Until Filled

Salary: According to salary schedule, based on experience and education

Applicants must submit the following to the district's Personnel Office, located at 179 Bridge Street, Las Vegas, NM (c/o Ms. Melanie Montoya; in person (505-426-2315) or electronically: melanie_montoya@wlvs.org):

1. Noncertified Application Form (available at "Links" section of homepage) or at the district's Administration Office)
2. Letter of Interest (addressed to Superintendent Christopher Gutierrez)
3. Current Résumé, with complete contact information for three references

All short-listed applicants will be scheduled for an interview. If offered a position, potential employees will need to undergo a fingerprint background check. West Las Vegas Schools is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, marital/family status, or disability.