OPEN POSITION: Fisher Inclusion Team (FIT) Graduate Assistant

Position Requirements:

Work Commitment: 10 hours per week for 39 weeks

Pay and Benefits: $20.00 per hour

Supervising Faculty: Cynthia Hazel (MCE) and Hema Visweswaraiha (FELC)

JOB DUTIES:

Responsible for supporting FIT team therapists and classroom teachers, attending team meetings, coordinating supports and strategies for children with special needs, observations and input into supports and strategies, paperwork, organizing materials and office spaces, follow up with classrooms regarding several aspects of inclusive practices.

The assistant for the Fisher Inclusion Team (FIT) at the Fisher Early Learning Center (FELC) works collaboratively with FIT members and FELC staff to provide children with special needs and/or identified disabilities the support they need to be successful in the FELC environment. FIT members ensure that children of all abilities are able to play, learn and engage in all daily experiences at the Center. The graduate assistant will support teachers, parents, and individual students through a variety of roles, including but not limited to: classroom consultation, work with individual children, attendance at all FIT meetings to review student IEP/IFSP goals, communication with teachers to promote the incorporation of IFSP/IEP goals into daily routines and activities, monitoring child progress, locating and sharing inclusion resources, providing ongoing office support, and maintaining communication between teachers, staff, parents and FIT members.

Required Qualifications:

Education: Must have successfully completed CFSP infant development, child development, and exceptional child coursework.

Special Knowledge, Skills, and Abilities: Exceptional writing and organizational skills.

TO APPLY: One page letter of intent to CFSP and Fisher Early Learning Center Faculty. Please send application materials to: Cynthia Hazel, Cynthia.hazel@du.edu and Hema Visweswaraiha, hviswesw@du.edu

Deadline to Apply: Applications are being reviewed for academic year 2015/16 appointments. Fall 2015 quarter starts Monday, September 14, 2015. Applications will be considered until the position is filled. Interviews may be conducted in person or via Skype for out of town students.

Additional Information: You may be expected to work during all weeks the University is open. All work hours and schedules will be coordinated and agreed upon with the Supervisor. Please see the 2014/15 Graduate Assistant Handbook for further information.