

PORT ORFORD-LANGLOIS SCHOOL DISTRICT 2CJ

45525 Highway 101, Sixes, OR 97476

P.O. Box 8, Port Orford, OR 97465

Phone: (541) 348-2455

JOB VACANCY – Instructional Assistant for Adaptive Life Skills

The 2CJ School District has two (2) vacancies for the 2025-2026 school year. These positions work 35.75 hours per week at Driftwood School. These are 10-month positions, paid over 12 months.

Job Function:

Assists in designing and implementing a curriculum for Adaptive Life Skills Program students that will facilitate skill acquisition in academic, language, social, self-help, and motor areas.

Duties: (request job description for full list of duties)

- Carries out instructional programs as directed by teacher.
- Helps implement behavior programs.
- Assists in training of student assistants.
- Assists students with toileting, hygiene, and feeding, encouraging independence or partial participation, while incorporating safe practices.
- Assists disabled students during regular classroom and/or community activities.
- Works with students on eating and dressing skills.
- Stimulates language through receptive and expressive language programs, total communication, and augmentative communication strategies.
- Assists with lifting and positioning of students.
- Provides hygiene and/or intimate care for adolescent and/or adult students of same sex as assistant.
- Keeps data as required by teacher.
- Follow protocols, such as feeding, lifting, Medical, etc., as written by service providers and/or itinerant staff.
- Prepares bulletin boards, room decorations, and other materials as requested.
- Administers medication when prescribed. Records seizure activity.
- Assists with duty on playground, in cafeteria, or at bus time.

Qualifications:

- Must like to work with children.
- Ability to handle unpleasant situations.
- Holds a current first aid card and CPR card.
- Holds a valid Oregon driver's license, automobile insurance and provides own transportation.
- Ability to deal with staff, students and the public in an effective manner, and to establish and maintain effective working relationships with other employees.
- Must respect confidential information.
- Willingness to attend different trainings as recommended by special education teacher and/or principal.

Salary Range: \$16.25/hour to \$17.57/hour, with benefits package
(salary range may increase pending union negotiations)

Start Date: August 25, 2025 (in-service; school begins September 2, 2025)

If you are interested, please fill out a classified application, available on-line at <http://www.2cj.com/employment.html>; or at the district office, 45525 Highway 101 (Next to the Bus Barn at Pacific High School). Contact [541-348-2455](tel:541-348-2455), or stephanie.griffith@2cj.k12.or.us for more information.

Deadline to apply: **May 9, 2025**