



WESTAMPTON TOWNSHIP PUBLIC SCHOOLS
Office of the Superintendent
700 Rancocas Road
Westampton, NJ 08060
(609) 267-2053

**VACANCY: Administrative Aide – Holly Hills School
(1:1 Classroom Aide)**

- Job Title:** Administrative Aide – 1:1 Classroom Aide
(part-time - 10 month position)
- Position Available:** October 12, 2023
- Requirements:**
- High School Diploma or equivalency is required. College coursework preferred.
 - Experience working with children is preferred.
 - Warm respectful and supportive of children and staff; sensitive to the needs of children; respects confidentiality.
 - Ability to maintain a positive learning environment.
 - Strong interpersonal and communication skills.
 - Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
- Job Responsibilities:** 1:1 Student Support
- Salary and Benefits:** Per agreement with Westampton Education Association (\$25,863/yr. – sick and personal time included)
- Deadline for Submission of Application:** Sunday, September 24, 2023

All interested and eligible candidates please e-mail letter of interest and resume to:

Jennifer Murray, Principal AND Jean Zitter, Supervisor of Special Services and Guidance
hiring@westamptonschools.org
Subject Line: 23-24 #24

WESTAMPTON TOWNSHIP PUBLIC SCHOOLS ARE AN EQUAL OPPORTUNITY EMPLOYER