



**Kodiak Island Borough School District  
District Wide Services  
722 Mill Bay Road  
Kodiak, AK 99615**

**PLEASE POST  
CLASSIFIED VACANCY  
Internal/External**

**Date Issued: 9/14/22**

**Closes: Open until filled**

**The Kodiak Island Borough School District has the following Vacancy for the 2022-2023 school year:**

**AIDE II**

**Location:** Peterson Elementary

**Hours:** 4 hrs/day, 5 days/week (9 month)

**Salary:** Entry Range 10.5, Step 1: \$17.06 per hour

**Position Summary:**

AIDE II works as an assistant to the regular classroom and vocational education classrooms. Performs aide duties working with students on a one-on-one and/or group basis.

**Qualifications:**

1. Ability to work well with public, students, staff, and parents.
2. Ability to carry out tasks assigned by the teacher/supervisor.
3. High school graduate or equivalent preferred.
4. Ability to maintain confidentiality of students, staff, school business, materials, and information.
5. Ability to safely, regularly lift and/or move up to 20 pounds and occasionally lift and/or move up to 50 pounds.

**Responsibilities:**

1. Work under the supervision of the teacher/supervisor assigned.
2. Under the supervision of the teacher/supervisor, secure and assist in the development of subject matter materials and use of other instructional equipment.
3. Assist students with work or projects assigned.
4. Duplicate materials.
5. Distribute, collect and assist in correcting materials, and assist in instructional record keeping tasks.
6. Assist teacher/supervisor in fostering safety practices.
7. Supervise playground and/or assist on field trips.
8. Help with inventory.
9. May assist with supervision of such activities as: lunchroom duties, collection of lunch money, library activities, recess or bus duties, etc.
10. May monitor the classroom independently for short periods of time when the teacher must leave the room.

**Application Instructions:** All applicants are required to submit a new or updated District application at the <https://www.applitrack.com/kodiakschools/onlineapp/> website.

***The Kodiak Island Borough School District is an Equal Opportunity Employer.***



11. May include independent instruction or monitoring of groups or individual students in systems that the aide has received training in, under the close supervision of the teacher.
12. Maintain confidentiality of students, staff, school business, materials, and information.
13. Other duties as assigned from time to time.

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