



MONROE SCHOOL DISTRICT #1J
365 North 5th Street
Monroe, OR 97456
541/847-6292 Phone 541/847-6290 Fax

Bill Crowson, Superintendent
Hilary Irwin, Business Manager
Tonya Casarez, Executive Secretary

Serving the communities of Alpine, Bellfountain, Irish Bend & Monroe
Where it takes all the communities to educate a child.

NOTICE OF JOB VACANCY:
Special Education Aide – Monroe Grade School

Position:	Educational Assistant - Special Education
Location:	Monroe Grade School
Requirements:	Must be at least 21 years of age, be proficient in English both oral and written, high school diploma.
Job Goal:	To help provide a well-organized, smoothly functioning class environment in which students can take full advantage of the instructional program and available resource materials. The Educational Assistant (EA) provides support and supervision of students with the direction of Special Education teachers and the Student Services Coordinator. This position requires student behavior management and excellent communication with both students and staff. Duties include helping students develop reading/writing/and mathematic skills, working in individual and small group settings and supervising students during recess and non-classroom times.
Wage/Benefits:	Starting wage \$16.22/hr; \$1,082 monthly insurance benefit, District pays 6% towards PERS.
Position Begins:	August 31, 2026
Scheduled days/hours:	Up to 177 days per year, 6.5 hours per day. Non-Exempt. This position is an hourly position.
Application Materials:	Letter of application available at www.monroe.k12.or.us
Closing Date:	Until position is filled.

This recruitment announcement will be used to establish a list of qualified candidates to fill the current vacancies and may be used to fill future vacancies as they occur in the district. Apply via e-mail: tonya.casarez@monroe.k12.or.us or send to: Personnel, Monroe School District #1J, 365 North 5th Street, Monroe, OR 97456 or fax to 541-847-6290. Phone 541-847-6290.

– Monroe School District #1J – An Equal Opportunity Employer –

EOE. Monroe School District #1J does not discriminate on the basis of race, religion, color, sexual orientation, national origin, disability, marital or parental status, sex, or age, veterans' status, genetic information and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position.
