



NOTICE OF POSTING

SPECIAL EDUCATION PROGRAM AIDE

LOCATION:	Chetek-Weyerhaeuser High School/Middle School
POSITION TYPE:	Non-Exempt, Full-Time, Temporary (Remainder of the 2025-2026 school year)
START DATE:	Monday, January 5, 2026
END DATE:	Friday, June 5, 2026
WORK DAYS:	101 days (99 student instruction days plus two professional development days)
HOURS:	7:30 a.m. - 3:30 p.m. (7.5 hours/day w/30 min. unpaid lunch)
JOB DESCRIPTION:	<p>A Special Education Program Aide supports students with disabilities by assisting teachers in implementing individualized education programs (IEPs) and providing direct instructional, behavioral, and personal care support. This position works closely with special education teachers to reinforce learning objectives, monitor student progress, and maintain a safe, supportive, and inclusive classroom environment. Responsibilities may include one-on-one or small-group instruction, behavior management support, documentation of student performance, and assistance with daily living skills as needed. The Special Education Program Aide plays a key role in promoting student independence, engagement, and success in both academic and functional skill areas.</p>
QUALIFICATIONS:	<p>Applicants must be at least eighteen years old, have earned a high school diploma, and must obtain a Special Education Program Aide (#883) license from the Wisconsin Department of Public Instruction.</p>
COMPENSATION:	\$18.00/Hour
AVAILABLE BENEFITS:	Five Paid Time Off (PTO) days and one paid holiday.
APPLICATION PROCESS:	<p>Send or email a letter of interest, resume, and three letters of reference to:</p> <p>Mrs. Courtney Knickerbocker, Director of Special Education Chetek-Weyerhaeuser Area School District PO Box 6 Chetek, WI 54728 cknickerbocker@cwasd.k12.wi.us</p>
DEADLINE:	Application review will begin immediately