

Frequently Asked Questions

What is a **Special Education Assistant** and what are their hours?

A special education assistant, also referred to as a paraprofessional, is responsible for helping implement the specialized instruction, accommodations and modifications for individual students. An assistant may be assigned to one individual student or a group of students. They report to the special education teacher and program director in each building. Day to day duties could include reading or scribing for a student, working with small groups in reading, math and writing, cueing students to support communication deficits, attending and focusing difficulties and behavior management. Some students may require support with daily living skills including toileting.

The majority of these positions are 6 hours per day, 5 days per week and run with the school calendar. This is NOT considered a full time position. If a person in this position works 25+ hours per week they can elect dental insurance and life insurance. Additional benefits include paid holidays, sick and personal days.

If I want to become a Teacher, where do I start?

The best place to start is by speaking to the NH Department of Education at 603-271-3494 or by accessing their website at <http://www.ed.state.nh.us/education> .

What non-teaching positions are there in the school district?

Some examples are; Special Education Assistant, Clerical/Office/Administrative Assistant, Library Media Assistant, Bookkeeper, Computer Education Assistant, Food Service, Custodian, assorted computer related positions.

I want a job in **IT/Computers**. What does the district have for positions?

Computer Education Assistant, Computer Support Specialist, Software/Database Specialist, Technician for Web Services/Cable, Technology and Network Specialist, Technology Trainer/Integrationist, Systems Manager/Administrative Computer Services

What experience/schooling do I need to **substitute as a Teacher or Special Education Assistant** and how do I sign up?

You need a diploma or GED along with patience and the ability to comfortably interact with our students. Once you have decided that this is for you go to www.londonderry.org/employment to see if we are accepting applicants at this time. You will find the ability to apply and additional instructions there. If you are not a certified teacher leave blank any areas that do not apply to you. You can choose which grade levels, schools and days you prefer to work. A person who is not certified as a teacher will receive \$10.00 per hour until they work 20 days and then it is \$10.83. A certified Teacher gets \$10.83 per day.

What do I need to be a **Nurse Sub** and how do I sign up?

You must be licensed as a Registered Nurse or Licensed Practical Nurse. To apply please go to www.londonderry.org/employment . You will find additional instructions there. You can choose which schools and days you prefer to work. The pay rate is \$10.83 per hour.

What do I need to be a **Custodian Sub** and how do I apply?

We do not require a specific level of education in order to be a sub. If you are considering this position as a way to get a permanent position with the school district please realize that you will need a GED or diploma if you are chosen for a permanent position. Once you have decided that this is for you go to www.londonderry.org/employment and apply. You will find additional instructions there. You can choose which days you prefer to work. ALL SUB POSITIONS ARE 2nd SHIFT. The pay rate for a sub is \$8.00 per hour.

What do I need to be a **Dining Services Sub**?

It is helpful to have some food service, cashiering or customer service experience but not required. Once you have decided that this is the right fit for you go to www.londonderry.org/employment to see if we currently have positions available. You will find additional instructions there. You can choose which schools and days you prefer to work. The pay rate is \$9.00 per hour. These positions, once perm, are not full time.

Does the Londonderry School District employ people with a **Letter of Eligibility**?

Yes we do. This is especially true in the areas of Critical Shortage. You can view this list at <https://www.education.nh.gov/certification/documents/critshortagelist.pdf>

Will the school District hire me with an **out of state Certification**?

The district will hire Teachers with out of state certification if they provide a letter from the NH Department of Education stating that they are in process of getting their NH certification.

What areas would you recommend a High School student get a degree in if they want to work in a school district but do not want to be a teacher?

There are certain areas that all schools struggle to find candidates for. Examples of some of these positions are:

- ✓ OT (Occupational Therapist)
- ✓ PT (Physical Therapist)
- ✓ Psychologist
- ✓ Speech and Language Therapist

I want to go to school for Special Education. What certifications are most needed?

There are many people certified in General Special Education. The biggest need is in specialized certification areas like:

- ✓ Early Childhood Special Education (N-3)
- ✓ Emotional and Behavioral Disabilities*
- ✓ Intellectual and Developmental Disabilities*
- ✓ Specific Learning Disabilities*
- ✓ Blind and Vision Disabilities
- ✓ Deaf and Hearing Disabilities

* These endorsements require current certification in General Special Education or Early Childhood Special Education.