



# NOTICE OF JOB POSTING

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## Sherman County School District

65912 High School Loop  
Moro, Oregon 97039  
541-565-3500

**Position:** .94-1.0 FTE Bilingual Instructional Assistant and Spanish Interpreter Translator  
(7.5 hours/day or 35-40 hours per week)

**Links:** [Brochure - Sherman County School Employment Opportunity](#)

**Application Deadline Date:** Open Until Filled

**Start Date:** TBA

### Position Description:

Sherman County School District is seeking a .94-1.0 FTE highly qualified Bilingual Instructional Assistant and Spanish Interpreter Translator candidate. This exciting position will work with families in a K-12 setting and join a collaborative team of teaching staff to provide developmentally appropriate instruction to Sherman County students. This position will also support in providing bilingual education, reaching out to Spanish speaking families, and providing instructional assistant support and supervision.

This dynamic role supports students and families in the instructional environment with a dual-language approach to help eliminate barriers in accessing education. Assisting students academically, socially and behaviorally is the heart of this work and welcomes our bilingual families in a supportive manner. This rewarding position engages and supports our Spanish speaking families which is paramount in their success.

### Qualifications

1. At least 18 years of age.
2. High School Diploma or equivalent. Relevant college level course work preferred.
3. Spanish and English competency in both oral and written communication skills as assessed within the interview process.
4. Such alternatives to the above qualifications as the Board of Directors/Superintendent may find appropriate and acceptable.

### Essential Functions

1. Carry out specialist's plans for instruction during individual and small group activities.
2. Assist with individual student curriculum based measurements and language probes.
3. Translate program written materials into Spanish for the students as directed by the specialist.
4. Assist in implementation of behavior programs.
5. Keep data as required by the specialist.
6. Complete data entry, typing and filing as requested by the specialist.
7. Assist with playground and bus duty.
8. Translate communications such as letters and fliers sent to families.
9. The successful candidate will work under the direct supervision of the School Administration to support educational activities as assigned.

### About Sherman School County School District:

The Sherman County School District is a K-12 progressive, modernized school with approximately 250 students. Located off of Hwy 97 in Moro, OR, the school is in the heart of wheat country and the Columbia River Gorge. Sherman County School boasts dependable funding sources providing for a financially secure district and a unique program implemented to keep students and staff safe. The District is committed to working together to put student success first.

Sherman County School boasts small class sizes and has implemented ORTIi and PBIS providing an ideal environment for a teacher dedicated to the success of each individual student.

**Application Process:**

Visit the school website, [www.sherman.k12.or.us](http://www.sherman.k12.or.us), for an [application packet](#). If you are interested in applying for this position, please submit a completed application packet to the district office or email it to Wes Owens - [wowens@sherman.k12.or.us](mailto:wowens@sherman.k12.or.us) or Julia Fall – [jfall@sherman.k12.or.us](mailto:jfall@sherman.k12.or.us). Please call 541-565-3500 for additional information.

**Application Requirements Shall Include:**

- [Official Sherman County School District Application Form](#)
- Letter of Interest
- Current Resume
- Minimum of three (2) Letters of Recommendation (written within the last 2 years)
- Other material as desired

Sherman County School District reserves the right to extend the closing date, withdraw, or revise this posting at any time.

Background Check Conducted ~ Equal Opportunity Employer/Drug Free Workplace

Sherman County SD policy provides veterans and disabled veterans with preference as required by law.

Per the Oregon State Vaccination Mandate, employees must be fully vaccinated or approved for a medical or religious exception.