

Institute of Community Services, Inc.

ICS, Inc. has the following position available:

Marjean Myatt Head Start Center

Special Support Assistant

Special Support Assistant - High School diploma or General Education diploma (GED). Minimum of one year of related experience is preferred. Ability to work with students with various impairments, demonstrated aptitude for work to be performed, such as, but not limited to positive work ethic, well organized, strong communication skills, basic technology skills and flexibility to work with diverse students and staff.

NO APPLICATION WILL BE ACCEPTED WITHOUT A CERTIFIED COPY OF TRANSCRIPT

Application may be requested beginning Wednesday, November 26, 2025, through the ICS website www.ics-hs.org, download an application and insert (declaration page) and (3) character reference forms under the employment link. Office hours are from 8:00 a.m. to 4:30 p.m. Monday - Friday. The deadline for application is Monday, December 8, 2025.

Salary Ranges:

Special Support Assistant

\$14.461 - \$16.212

Outstanding Benefits:

Health Insurance (agency pays 90%)

Retirement (agency pays 6% to 10%)

Sick Leave

Paid Leave

Paid Holidays