

Robert Smith

Instructional Aide

[Today's Date]

[341 Company Address]

[Company City, State xxxxx]

[(xxx) xxx-xxxx]

[hiring.manager@gmail.com]

Dear [Mr./Mrs./Ms.] [Hiring Manager's Name],

I am writing to apply for the Instructional Aide position at XYZ School. I am a high school graduate with a degree in English and three years of experience working as a teacher's assistant in a special education classroom.

I have worked with students who have learning disabilities and physical disabilities, including deaf and hard-of-hearing students, students who are blind and visually impaired, students with autism and behavior issues, and students with intellectual disabilities. I am able to help children with their schoolwork, prepare teaching materials for teachers, assist with classroom management and discipline, supervise recesses and lunch periods, maintain student records and files, support teachers at field trips, substitute for absent teachers when necessary, perform clerical duties such as photocopying papers, grading papers, and filing papers.

Core Responsibilities & Achievements include:

- Worked on a team of 7 instructional aides to create daily schedules for students' IEPs that included math, reading, writing, social studies, and science.
- Implemented whole class lessons for children with autism and other disabilities.
- Conducted individualized instruction for a child with dyslexia and ADHD.
- Provided paraprofessional support to special education teachers in order to implement individualized education plans.

My passion is to work with children with special needs and to help them achieve their goals. I believe that my hands-on experience as an instructional aide will make me an excellent asset at your school. Please find more information about my qualifications in the attached resume. Thank you for your time and consideration; I look forward to speaking with you soon.

Sincerely,

[Your Name]

Sample Recommendation For Instructional Aides

Xiang Xie



Sample Recommendation For Instructional Aides:

Decoding **Sample Recommendation For Instructional Aides**: Revealing the Captivating Potential of Verbal Expression

In an era characterized by interconnectedness and an insatiable thirst for knowledge, the captivating potential of verbal expression has emerged as a formidable force. Its power to evoke sentiments, stimulate introspection, and incite profound transformations is genuinely awe-inspiring. Within the pages of "**Sample Recommendation For Instructional Aides**," a mesmerizing literary creation penned with a celebrated wordsmith, readers set about an enlightening odyssey, unraveling the intricate significance of language and its enduring affect our lives. In this appraisal, we shall explore the book is central themes, evaluate its distinctive writing style, and gauge its pervasive influence on the hearts and minds of its readership.

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