

NORTH STAR CHARTER SCHOOL

IB World School – International School of Business & Economics

NORTH STAR CHARTER SCHOOL JOB OPENING

Job Posting: Secondary School Paraprofessional

Full Time: Monday-Friday from 7:30-3:00

Pay Rate: \$10.50 + depending on experience and education

To apply: Fill out a classified staff application at www.northstarcharter.org. Applications can be emailed, brought in or faxed to 208-939-6090.

Position summary: The role of the paraprofessional is to provide additional support in the classroom. Assist in providing a well-organized, smooth functioning classroom environment in which all children can take full advantage of the instructional programs and available resource materials. This para will be working with grade levels 6-8 both in the classroom, during breaks and in small groups. Small group teaching will be for 6th-8th grade Math and/or English Language Arts RTI students.

- Must be 18 years of age
- Minimum High School Diploma
- 2 year college degree preferred
- Experience with children preferred
- Ability to maintain confidentiality

Duties and Responsibilities:

- Provide assistance to teachers in the regular education program.
- Assist students with classroom and homework assignments, tutoring or other supplemental instruction to include intervention (RTI) and enrichment.
- Assist students individually and/or in small group situations.
- Possibly perform substitute teacher duties in absence of teacher.
- Assist teacher in clerical duties.
- Assist in maintaining the classroom in clean, neat and orderly status, prepares bulletin boards and displays and maintains classroom supply levels.
- Assist with student supervision on school grounds, lunch and other monitoring and safety duties, as assigned.
- Participate in appropriate training, workshops and in service programs.
- Perform all work duties and activities in accordance with North Star policies, procedures and safety practices.

Classified Application available at northstarcharter.org

CLOSING DATE: Until filled

CONTACT: Mr. Will Bogdanoff- secondary vice-principal, North Star Charter School
wbogdanoff@northstarcharter.org and Joanna O'Donnell, Human Resources, jodonnell@northstarcharter.org