



# NORTH STAR CHARTER SCHOOL

**Job Title:** Elementary - Kindergarten Grade Paraprofessional

**Location:** Eagle, ID

**Reports To:** Elementary Principal

**Position Type:** Part Time

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## SUMMARY:

North Star Charter School is seeking a dedicated and compassionate Elementary Paraprofessional to join our team. The Elementary Paraprofessional will work closely with teachers and other staff members to provide support and assistance to students in kindergarten. This position is an excellent opportunity for individuals who are passionate about education and making a positive impact on young learners.

## ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist teachers in implementing lesson plans and instructional activities.
- Provide one-on-one or small group support to students, reinforcing learning concepts.
- Assist with classroom management and behavior management strategies.
- Monitor students during recess, lunch, and other non-instructional periods.
- Collaborate with teachers and other staff members to develop and implement interventions for students with special needs or learning challenges.
- Maintain a positive and inclusive classroom environment.
- Assist with grading and record-keeping, as needed.
- Assist with student supervision on school grounds, bus, lunch and other monitoring and safety duties, as assigned
- Participate in professional development activities and training sessions.
- Perform other duties as assigned by the school administration.

## QUALIFICATIONS:

- High school diploma or equivalent (minimum requirement).
- Experience working with elementary-age children is preferred.
- Ability to establish positive relationships with students and staff members.
- Strong communication and interpersonal skills.
- Patience, flexibility, and the ability to adapt to varying student needs.
- Ability to maintain confidentiality and professionalism.
- Basic computer skills.
- CPR and First Aid certification is desirable.



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## **APPLICATION PROCESS:**

To apply for a teaching position at North Star Charter School, please submit a resume, cover letter, and three professional references to:

Shay Davis, Elementary Principal, [sdavis@northstarcharter.org](mailto:sdavis@northstarcharter.org)  
Belle Garner, Business Manager, [bgarner@northstarcharter.org](mailto:bgarner@northstarcharter.org)

Applications will be reviewed on a rolling basis until the position is filled.

### Equal Opportunity Employer

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North Star Charter School is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.