



# NORTH STAR CHARTER SCHOOL

**Job Title:** Secondary SPED Paraprofessional

**Location:** Eagle, ID

**Position Type:** Full Time

**Reports to:** Head of School

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## **SUMMARY:**

The Secondary Special Education Paraprofessional supports students with disabilities in middle or high school settings, under the direction and supervision of certified special education teachers and school administrators. This position assists in the implementation of Individualized Education Programs (IEPs), supports academic and behavioral needs, and fosters an inclusive and supportive learning environment.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

The primary function of an employee in this class is to support students as they develop skills needed to succeed in the school environment and provide assistance to special education teachers in assisting in the implementation of students' Individual Education Plans (IEPs) and/or Behavior Intervention Plan (BIPs). The Paraprofessional works with students with a variety of mild to severe physical, emotional, and learning disabilities and may work with an individual student or groups of students, both in a separate classroom facility or facilitating inclusion into a regular classroom. The position is directly supervised by the assigned Special Education Teacher with overall supervision by the building Principal. The primary duties of the position are performed in a classroom environment and may include exposure to body fluids and some personal injury risk from student behaviors.

## **ESSENTIAL DUTIES:**

- Support students individually or in small groups within general education and/or special education classrooms.
- Assist in implementing instructional plans and accommodations as outlined in student IEPs.
- Support students with personal care, mobility, behavior intervention, and social skills as needed.
- Monitor student progress and behavior, and report observations to the special education teacher.
- Reinforce classroom and school-wide expectations to maintain a positive learning environment.



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- Assist with the preparation of materials, organization of classroom activities, and operation of educational technology.
- Accompany students to classes, therapy sessions, or other school-related activities.
- Maintain confidentiality of student records and information.
- Participate in training, staff meetings, and professional development as required.

## **APPLICATION PROCESS:**

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

Andy Horning, Head of School, [ahorning@northstarcharter.org](mailto:ahorning@northstarcharter.org) and  
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

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.