



NORTH STAR CHARTER SCHOOL

Job Title: Elementary Computer Lab Paraprofessional

Location: Eagle, ID

Position Type: Full Time

Reports to: Elementary Principal

Job Summary

The Elementary Computer Lab Paraprofessional provides engaging technology instruction for students in grades K–5. This position teaches foundational computer skills, digital citizenship, keyboarding, coding basics, internet safety, and responsible technology use. The para supports student learning through hands-on activities and integrates technology with core academic subjects. Idaho schools increasingly promote K–5 computer science and digital literacy programs.

Essential Duties and Responsibilities

- Teach computer or technology classes for elementary students (K–5).
- Instruct students in basic computer operations, typing, file management, and educational software.
- Introduce age-appropriate coding, robotics, and problem-solving activities.
- Teach digital citizenship, online safety, and responsible internet use.
- Create lesson plans aligned with Idaho academic and technology standards.
- Maintain classroom discipline and a positive learning environment.
- Assess student progress and provide feedback to parents and staff.
- Collaborate with classroom teachers to integrate technology into lessons.
- Maintain classroom devices, report technical issues, and manage technology resources.
- Support school testing programs using computers or tablets.

Qualifications

- High school diploma or equivalent; associate's degree or relevant certifications in computer science, information technology, or a related field is a plus.
- Experience working with elementary-age children.
- Knowledge of Google Workspace, Microsoft Office, educational apps, and classroom technology.
- Strong classroom management and communication skills.



NORTH STAR CHARTER SCHOOL

- Commitment to maintaining student privacy, confidentiality, and safety online.
- Must pass a background check and adhere to all school district policies and guidelines.

Preferred Qualifications

- Experience teaching coding platforms such as Scratch, Code.org, or robotics.
- Previous classroom or computer lab teaching experience.
- Technology integration experience in schools.

Skills Needed

- Patience and enthusiasm with children
- Creativity in lesson design
- Problem-solving skills
- Organization and time management
- Technical troubleshooting ability

Application Process

To apply for this position at North Star Charter School, please submit our classified application, resume, cover letter, and three professional references to:

Andy Horning, Head of School, ahorning@northstarcharter.org
Human Resources, hr@northstarcharter.org

Link to North Star Charter's Classified Application:

<https://www.northstarcharter.org/wp-content/uploads/2026/04/Classified-Application-FINAL-9-7-23.pdf>

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.