

POSITION ANNOUNCEMENT

NORTH SANPETE SCHOOL DISTRICT

Position: Bus Aides (School Bus Paraprofessional) Two Positions available

Employment Type: Part-Time – 1st Position AM/PM 6:20 am - 8:30 am/2:00 pm - 4:15 pm, 2nd Position TBD

Minimum Age Requirement: 16 years or older

Position Summary

North Sanpete School District is seeking dependable, caring, and student-focused individuals to serve as Bus Aides. Bus Aides work alongside school bus drivers to provide a safe, supportive, and positive transportation environment for students. This position is ideal for individuals who enjoy working with children and are committed to ensuring students travel safely to and from school and school-related activities.

Essential Duties and Responsibilities

- Assist students while boarding and exiting the school bus safely.
- Provide supervision and support during transportation.
- Assist students with special needs as directed by district procedures.
- Ensure students remain seated and follow bus safety rules.
- Assist with loading, securing, and unloading mobility devices and safety equipment when required.
- Help maintain appropriate student behavior and communicate concerns to the bus driver.
- Respond appropriately during emergencies and assist with evacuation procedures if necessary.
- Communicate professionally with students, parents, school staff, and transportation personnel.
- Maintain confidentiality regarding student information.
- Attend required training and meetings.
- Perform other duties as assigned.

Minimum Qualifications

- Ability to work effectively with children of all ages and abilities.
- Strong communication and interpersonal skills.
- Ability to follow written and verbal instructions.
- Ability to remain calm in emergency situations.
- Must successfully pass a criminal background check (if not a current student).

Physical Requirements

- Ability to assist students on and off the bus.
- Ability to lift, push, or pull up to 50 pounds with assistance when necessary.
- Ability to bend, kneel, reach, and climb bus steps multiple times throughout the workday.
- Ability to safely assist with emergency evacuations.

Salary

- Salary is based on the district's approved paraprofessional salary schedule.

*****These are non-benefited positions.*****

Application Process

Closing Date: Open Until Filled

Please go to our new [Applicant Portal](#) and create an account or sign-in to apply for this position.

*****Once you set up your account in our applicant portal, you will need to then go in and apply for the position(s) you are interested in. If you do not receive a confirmation email after you apply for a position, please try re-applying. If you don't receive a confirmation email, you did not apply correctly.*****

North Sanpete School District is an equal opportunity employer. Applicants are considered on the basis of employment qualifications without regard to race, color, political affiliation, religion, sex, national origin, age, marital status, medical condition, or disability.