

POSITION ANNOUNCEMENT

NORTH SANPETE SCHOOL DISTRICT

Position Title: Paraprofessional (Teacher Assistants)

Employment Status: Part-Time – Up to 5.75 hours per day depending on location

Location: All Elementary and Secondary Schools

Position Summary

The Paraprofessional provides instructional, behavioral, and supervisory support to students under the direction of certified teachers and administrators. This position assists in creating a positive, safe, and inclusive learning environment while helping students achieve academic, social, emotional, and behavioral success.

Essential Duties and Responsibilities

- Assist teachers with implementing daily instructional activities and lesson plans.
- Provide one-on-one and small group academic support to students.
- Support students with special education accommodations and modifications as directed by teachers and Individualized Education Programs (IEPs).
- Reinforce classroom expectations and positive student behavior.
- Supervise students during classroom activities, lunch, recess, hallways, bus loading/unloading, and other assigned duties.
- Assist with classroom preparation, organization, instructional materials, and technology.
- Maintain confidentiality regarding student records and information.
- Support students with organization, study skills, and classroom routines.
- Assist students with personal care needs when required by assignment.
- Communicate effectively with teachers, administrators, and support staff regarding student progress and needs.
- Participate in professional development and required training.
- Perform other duties as assigned.

Qualifications

- High school diploma or GED required.
- Associate degree, completion of 48 college credit hours, or successful completion of the Praxis test.
- Experience working with children or adolescents is preferred.
- Ability to work effectively with students of diverse backgrounds and abilities.
- Strong communication, interpersonal, and organizational skills.
- Ability to maintain confidentiality and professionalism.
- Ability to lift up to 40 pounds and assist students with mobility when necessary.

Knowledge, Skills, and Abilities

- Understanding of child and adolescent development.
- Ability to follow instructional plans and teacher direction.
- Positive behavior support and classroom management skills.
- Patience, flexibility, and compassion.
- Ability to work collaboratively as part of a team.
- Basic computer and educational technology skills.

Working Conditions

- School classroom and campus environment.
- Frequent standing, walking, bending, and lifting.
- Daily interaction with students, staff, and families.
- May require assisting students with physical, behavioral, or medical needs depending on assignment.

Salary

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

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

Application Process

Closing Date: Monday, July 27th @ 3:00 pm

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

*****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.