

POSITION ANNOUNCEMENT

NORTH SANPETE SCHOOL DISTRICT

Position Title: Pre-K Paraprofessional (Teacher Assistant)

Location: Fountain Green Elementary

Employment Status: Part-Time – 5.75 hours per day M-Th.

Position Summary

The Pre-K Paraprofessional supports the Lead Pre-K Teacher in providing a safe, caring, and engaging classroom environment that promotes the educational, social, emotional, and physical development of preschool students. The Paraprofessional works closely with students individually and in small groups while helping maintain an organized and positive learning environment.

Essential Duties and Responsibilities

- Assist the Lead Teacher with daily classroom instruction and activities.
- Support students during learning centers, small-group instruction, meals, recess, and transitions.
- Encourage positive behavior and model appropriate social interactions.
- Help prepare instructional materials and classroom learning centers.
- Supervise students to ensure their safety at all times.
- Assist with classroom organization, cleanliness, and inventory of supplies.
- Support students with personal care needs as appropriate and in accordance with district procedures.
- Communicate professionally with staff and families as directed by the Lead Teacher.
- Attend staff meetings and required training.
- Perform other duties as assigned by the building principal or Lead Teacher.

Qualifications

- High school diploma or equivalent required.
- Associate degree or successful completion of the Praxis test
- Child Development Associate (CDA) credential, or college coursework in Early Childhood Education preferred but not required.
- Experience working with young children is preferred.
- Ability to work effectively as part of a collaborative team.
- Strong interpersonal, communication, and organizational skills.
- Ability to maintain confidentiality and build positive relationships with students and families.
- Ability to lift up to 40 pounds and assist students with mobility when necessary.

Preferred Qualifications

- Experience in an early childhood or preschool setting.
- CPR/First Aid certification or willingness to obtain certification.
- Bilingual skills are a plus.

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.

*****This is a non-benefited position.*****

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 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.