

JAMESTOWN SCHOOL DISTRICT EMPLOYMENT ANNOUNCEMENT

Paraprofessional

The Paraprofessional assists in the instruction and supervision of individuals and groups of students. This involves tutoring of academic subjects, correcting student work, supporting classroom instruction, and supervising during recess.

MINIMUM QUALIFICATIONS

The Paraprofessional position requires the ability to:

- Assist in the instruction and supervision of individuals and groups of students
- Perform a variety of clerical duties such as filing, sorting, duplicating, maintaining data & records
- Treat students, parents and staff courteously and tactfully
- Develop and maintain effective and cooperative working relationships
- Work confidentially
- Comply with schedules and meet deadlines
- Pass required background checks and clearances

Paraprofessionals must also:

- Have First Aid and CPR Certificate
- Meet the paraprofessional requirements with a CODESP certification or 45 higher education units

Salary per 2017-2018 Classified Salary Schedule Range C
\$12.53 - \$16.44

*Schedule may be altered on minimum, early release, conference days

Work year will follow School District calendar (180 School Days)
Monday – Friday
8:05 am – 12:05 pm*

Please submit application via www.edjoin.com or download classified applications at www.jespanthers.org and submit to:

Bebo Malone, Administrative Assistant
Jamestown School District
18299 5th Avenue
Jamestown, CA 95327

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Posted: September 12, 2018