NORTH FRANKLIN SCHOOL DISTRICT
CLASSIFIED POSITION POSTING
2019-2020 School Year

POSITION TITLE: Para Educator (2 positions)
LOCATION: Connell High School
DATE POSTED: Internal – February 19, 2020
External – February 26, 2020
JOB NUMBER: 2019-200219001-200226001

MAJOR RESPONSIBILITIES
• Assist in administering, scoring and recording achievement test scores and student information as directed
• One-on-one tutoring in math and reading interventions
• Small group instruction in math and reading
• Ongoing communication with classroom teachers regarding students needs and progress
• Assist teacher in devising strategies for reinforcing materials or skills
• Clerical duties/data input
• Maintain a high level of professional behavior and confidentiality
• Perform other duties as assigned

QUALIFICATIONS REQUIRED
• Instructional assistant experience in a secondary school preferred
• Computer skills required
• Knowledge of primary curriculum (i.e. reading and math)
• Associates of Arts degree or two years of higher education preferred
• Previous experience working with Limited English Proficient students preferred
• High school diploma or equivalent
• Valid Washington Driver’s license
• Spanish/English bilingual preferred

CONDITIONS OF EMPLOYMENT
• Monday through Friday, 6 ½ hours per day, 190 days per year
• Must meet all Federal and State standards which may include two years of college, or an Associates of Arts degree or higher, or successful passage of an assessment of math, reading and writing, at the applicant’s expense (current cost is $55.00).
• Successful applicant is required to pay the following fees before beginning employment:
  ✓ FBI/WSP Background Check / ESD Fingerprinting Fee - $78.00
• Successful applicant must contact the Payroll Office for an appointment and meet to register a valid Social Security Card, photo I.D. and other pre-employment documentation before beginning employment.
• For additional information contact Human Resources at 509-234-2021 x. 1007, or visit www.nfsd.org
• Position open until filled

TO APPLY
IN-DISTRICT BID SESSION: Tuesday, February 25, 2020  4:00 pm  Administration Office Board Room

If the position is not filled at the bid session, it will be open to the public to apply on February 26, 2020. Please complete the application through our online application system FastTrack.