

INDEPENDENT SCHOOL DISTRICT NO. 676

P.O. Box 68
110 Carpenter Avenue East
Badger, Minnesota 56714-0068
Phone (218) 528-3201 Fax (218) 528-3366

Special Education Paraprofessional – Junior High/Senior High Regular split shift part-time 5.75 hours per school day Days of service include school days Monday through Friday

This is a split morning/afternoon shift position with an unpaid off-duty break in between:
Morning shift on-duty from 8:15am to 10:45am (Periods 1-3 for 2 hours 30 minutes)
Unpaid off-duty break from 10:45am to 11:55am (1 hour 10 minutes)
Afternoon shift on-duty from 11:55am to 3:10pm (Periods 5-8 for 3 hours 15 minutes)

For your convenience, there are three ways interested candidates may apply:

1. Interested candidates should access, print, and complete an application that can be found at our website:
www.badger.k12.mn.us
>click on “About Us”
>click on “Employment Opportunities”
>click on “Badger School Non-certified Application”
2. Interested candidates may stop in-person at the school office to pick up an application to be completed at:
Badger Community School
110 Carpenter Avenue East
Badger, MN 56714
3. Otherwise, interested candidates may send a cover letter of interest, résumé, copy of credentials, certifications or college transcripts, and contact information for three references or three signed letters of reference (preferably within the last 24 months) emailed to kricke@badger.k12.mn.us or sent by postal mail to:
Badger Community School
P.O. Box 68
Badger, MN 56714

Please contact one of the following if additional information is necessary:

Shena Brandt, Business Manager: sbrandt@badger.k12.mn.us
Ashley Anderson, High School Special Education Teacher: aanderson@badger.k12.mn.us
Kevin Ricke, Superintendent and Principal K-12: kricke@badger.k12.mn.us

Application Closing Date: **Open until filled**; prompt application encouraged

Posting Date: Tuesday, December 10, 2019

Qualified candidates will be contacted by telephone for an interview

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Help make a difference in a child's educational experience through a rewarding career as a paraprofessional.

Special education paraprofessionals work directly with students to achieve their goals and provide support based on their Individual Education Program (IEP) needs following the direction and guidance of teachers and special education professionals.

Required Job Qualifications: A paraprofessional must have a high school diploma or GED as well as complete a pre-employment criminal history background check.

Preferred Job Qualifications, but not required: Experience working with children and current valid driver's license because additional hours may be available for transportation support. A highly qualified paraprofessional would meet ONE of the following criteria or the willingness/ability to obtain ONE of these areas in the future:

- a. sixty credit hours of post-secondary education; or
- b. an associate's degree, or
- c. achieve a passing score on the ParaPro Assessment; or
- d. validation via portfolio; demonstrating core competencies through transferable work experience, workshops/conferences, college courses, or through online training curriculum.

The district is willing to help new hires obtain their paraprofessional certification.

Candidates with four-year degrees (or higher) are encouraged to apply. The district is also willing to help new hires with a bachelor's degree (or higher) obtain a teacher license or short-call substitute teacher license while serving as a paraprofessional.

Wages and Benefits: Dependent on experience, education as well as the terms and conditions of employment per ISD 676 Non-Certified Working Agreement covering paraprofessionals

Desired Skills: The successful candidate demonstrates...

- the ability to recognize, show interest, and respect the needs of students and families;
- the ability to help students with their goals and accommodations directly related to their IEP and disability services;
- the ability to take direction of supervising special education teachers, general education teachers or service providers;
- the ability to model and reinforce appropriate verbal and interpersonal behavior;
- the ability to assist in providing a safe and respectful learning environment for students;
- the ability to keep information confidential;
- the adaptability and flexibility to work in various environments;
- the ability to maintain positive, effective relationships with all contacts of the school;
- plus the willingness to expand skills related to computer technology, math and reading.

Essential Functions: Project a positive image of service and professionalism as a representative of school district; maintain consistent attendance to secure trust and relationships with students; Regular and predictable attendance – dependability, punctuality and remain in assigned area according to designated schedule;

- understands and follows confidentiality requirements and special education requirements;
- support the student(s) during classroom activities;
- participate in training and other duties as assigned or apparent (i.e., provide supervision/support for outdoor recess, cafeteria/food service, outdoor bus-loading as needed).