

# 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

## Elementary Paraprofessional – Special Education

**Regular part-time 7.25 hours per school day approximately 8:00am to 3:15pm**

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

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 also 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 [dcarpenter@badger.k12.mn.us](mailto:dcarpenter@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:

Leah Hasson, Business Manager: [lhasson@badger.k12.mn.us](mailto:lhasson@badger.k12.mn.us)  
Daniel Carpenter, Superintendent and K-12 Principal: [dcarpenter@badger.k12.mn.us](mailto:dcarpenter@badger.k12.mn.us)

Qualified candidates will be contacted by telephone for an interview

Job Posting Date: **August 26, 2024**

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

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### **Elementary Paraprofessional – Special Education**

Help make a difference in a child's educational experience through a rewarding career as a paraprofessional. The successful candidate must be able to collaborate successfully with and build effective relationships among students and staff.

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:

- sixty credit hours of post-secondary education; or
- an associate's degree, or
- achieve a passing score on the ParaPro Assessment; or
- 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 take direction of supervising 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;

- understand and follow confidentiality requirements;
- support the student(s) during classroom activities;
- provide outdoor recess supervision and support;
- provide breakfast/lunch supervision and food service support;
- provide outdoor bus-loading supervision and support;
- participate in training and other duties as assigned or apparent