

## **Job Title: Teacher Assistant/Paraprofessional (0.5 FTE)**

**Location:** Carbondale Community School, Carbondale, Colorado

With 135 students, CCS provides a balanced, integrated educational experience that encourages inquisitive, independent and self-motivated learners and incorporates strong academic skills woven into project-based learning opportunities. Our curriculum is achieved within the context of community, service, social-emotional development, outdoor education, and the visual and performing arts.

Carbondale Community School strives to maintain a healthy social, emotional, and physical environment with high educational standards and a focus on the four guiding points of our school's compass:

- **Social Justice:** Teaching and modeling social responsibility, respect, tolerance, diversity, service, caring, compassion, integrity, equity and peace.
- **Community:** Building a strong sense of community through parental, student, teacher and community involvement and volunteerism.
- **Responsibility:** Embracing individuality, personal responsibility and accountability.
- **Lifelong Learning:** Pursuing a progressive, child-centered approach to creative, self-directed, lifelong learning.

Carbondale Community School actively seeks to build a diverse and experienced team of educators. We do not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin. We are an equal opportunity employer.

### **Description of Job Tasks:**

1. Assist principal, classroom or special education teacher with delivering high quality instruction, special projects, and outdoor education.
2. Teach students and reinforce learning skills in one-on-one, small group, and/or large groups.
3. Prepare classroom materials, carry out daily routines and procedures, administer tests, and help document student achievement.
4. Monitor students in classroom and during breaks, lunch, recess, interventions, on field trips, getting on and off the bus.
5. Attend building meetings, trainings, parent conferences, and school functions, as requested by principal.
6. Perform other duties as assigned.

### **Required Qualifications:**

- 1) Possess a high school diploma or its equivalent (e.g., the GED)
- 2) 1 year of related experience, preferred
- 3) Experience working with students in a school setting
- 4) Equivalent combination of education and experience

### **Preferred Qualifications and Characteristics:**

- Ability to collaborate and build enduring relationships with students, staff, and families
- Adept at positively monitoring and managing small and large groups of students ages 5-14
- Ability to assist the classroom teacher with instruction and lesson preparation
- Exceptional oral and written communication skills - bilingual preferred
- Excellent organization, problem-solving, and analytical skills
- Ability to maintain confidentiality, honesty and integrity in all aspects of the job
- Possesses mathematical skills including basic calculations and application of basic math concepts
- Demonstrates flexibility and creativity in response to individual strengths and needs
- Willingness to grow professionally and personally
- Passion for social justice and community connections
- Personal computer and keyboarding skills
- Ability to accompany teacher and students on field trips that may include physical demands such as hiking, snowshoeing, or skiing
- Current Colorado Commercial Driver's License (preferred, not required)

**How to Apply/Contact:** Send a letter of interest and resume (including references) to [jobs@discovercompass.org](mailto:jobs@discovercompass.org). Position open until filled.