

Job Vacancy Announcement
for
Publication on the Early Childhood Project Job Board



Job Information

Job Title: SPED Paraeducators

Program Name: Helena Public Schools

Location of Job: Helena

Hours/week: 35

Wage/Salary: up to \$18.33 DOE

Job Description:

At Helena Public Schools, our vision is to foster dynamic educational experiences that prepare all students for life. As a Level I (Special Education) Para Educator, you contribute to this mission by assisting students' daily training programs who need a little bit of extra help. You will work as part of a team of 70 serving 8,000 students at 18 campuses across Helena.

Some of what you will do:

- Applies understanding of individual needs to assist special services students with learning assigned materials and instructional exercises that supports the growth of the whole child.
- Tutors special services students individually or in small groups to reinforce and follow up learning activity.
- Provides assistance with hygiene and feeding, escorting children to various rooms, and loading and unloading of student on buses as needed.
- Assists in maintaining appropriate documentation.

To become part of this dedicated team, you need:

- High school diploma or equivalent;
- Up to three (3) months of related experience and/or training;
- Or an equivalent combination of education, training and experience as determined by the District.

Job Requirements

Education:

High school diploma or equivalent;
Up to three (3) months of related experience and/or training;
Or an equivalent combination of education, training and experience as determined by the District.

Experience:

Other Requirements: _____

Application Requirements

Application Requirements:

Application Deadline: _____

Contact Name: Riley Medley

Contact Phone: 406 324 2012

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The Job Board is provided for informational purposes only. The Early Childhood Project does not endorse any particular ECE organization or guarantee job placement.

***Please send completed form to ecp@montana.edu**