



Boyd Elementary School

Anke Bracey, Principal

500 E. Morton Ave

P.O. Box 92308

940-433-9520 (Office)

940-433-9536 (Fax)

Date: August 8, 2019

To: All Interested and Qualified Candidates

From: Anke Bracey, Principal

Re: Paraprofessional - PreK

Primary Purpose:

The paraprofessional serves as an assistant to the classroom teachers and campus staff.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

High School Diploma or GED

Prior experience in public schools preferred.

Responsibilities and Duties:

- Assist the classroom teacher as needed.
- Assist the regular education classroom teacher with small group instruction and testing, modifications and strategies for special needs and 504 students.
- Assist the regular education classroom teacher with small group tutoring as needed.
- Assist the regular education classroom teacher with clerical paperwork, copies, filing, laminating, etc.
- Assist with duties before school, in the lunch room and during afternoon dismissal.
- Maintain confidentiality about students and staff.
- Other duties as assigned during the work day.

Salary:

Hourly, CAT 3

Important Dates:

Job Posting Closes: August 12, 2019

Begin Work: ASAP

Interested Applicants should mail or email resume and list of professional references to:

Anke Bracey, Principal
500 E. Morton Ave
Boyd, TX 76023
abracey@boydisd.net

It is the policy of Boyd ISD to provide equal employment opportunities to all qualified persons without regard to race, color, national origin, age, religion, sex, marital status, veteran or military status, disability, or any other legally protected status.