Cedar Mountain School District Position Opening

Job Title: Paraprofessional

Level: 3
Job Assignment for the 2026-2027 School Year - Preschool
Reports to: Julia Garms - Elementary Principal
FLSA Status: Hourly
Schedule: Hours as assigned
Salary: Pursuant to the AFSCME Master Agreement, Level 3 classification. This position is governed by the terms and conditions of the AFSCME Master Agreement, including wages, hours, and working conditions.
Anticipated start date: October 2026
Work Year: 9-month

How to Apply: Download and fill out the employment application from the Cedar Mountain Schools website https://www.cms.mntm.org/ and send to Julia Garms, Elementary Princpal jgarms@cedarmt.org

NATURE OF WORK

- Provide students with assistance and/or intervention opportunities in various subjects and settings based on job assignment
- Work with students to provide assistance and support, as well as monitor student progress.
- Perform other duties as assigned within the scope of the position and consistent with the AFSCME Master Agreement.

IDEAL EDUCATION AND EXPERIENCE

- Two (2) years post-secondary education OR a passing ParaPro Score preferred
- Must successfully complete required PCA testing and training requirements
- Prior paraprofessional experience preferred

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Administer educational and school support programs
- Communicate effectively with children and teachers
- Operate a personal computer or iPad
- Communicate effectively verbally and in writing

PHYSICAL REQUIREMENTS

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
  - Mobility to work in a classroom setting
  - Ability to use standard equipment
  - Ability to sit or stand as the job requires
  - Ability to lift and carry up to 20 pounds
  - Ability to read printed materials and computer screens
  - Hearing and speech abilities to be able to communicate in person or over the telephone