



## **PreK Paraprofessional for Early Childhood Program (Full Time)**

### **Job Description:**

St. John the Beloved School is seeking a qualified candidate to assist a pre-kindergarten classroom as a paraprofessional for the 2024 - 2025 school year. The ideal candidate will support teachers in the management and organization of the classroom, promote a healthy and safe learning environment, provide positive guidance for students, support students during instructional time, and complete duties related to educational activities as assigned by the teacher. Candidates must show flexibility, patience, and an authentic attitude towards students. It is essential that a candidate possesses a warm and nurturing disposition, genuinely cares for the well-being and success of each student, and can relate to preschool aged students by developing appropriate relationships. The successful candidate will possess a true passion for working with young students. This position is responsible to the principal and lead teacher in the early childhood classroom. Candidates must be committed to the ministry of Catholic education by supporting the teachings, values, and traditions of the Catholic Church, contributing to the faith life of the school, and modeling and promoting the mission and charism of the school.

### **Required Qualifications:**

- High school graduate, GED, or equivalent of education and training
- Registration or certification as required by state requirements
- First aid and/or CPR certification strongly preferred
- Paraprofessional experienced preferred (at least 1 year)
- Clearances on all required background checks

### **Responsible to:**

- Principal

**Job Type/Hours:** This position is full time (8 hours/day, 7:10 am - 3:10 pm, Monday through Friday)

**School Year:** 2024 - 2025

Interested applicants should supply a cover letter and resume to Mrs. Cathy Shields, administrative assistant, at [cshields@sjbde.org](mailto:cshields@sjbde.org) or 302-998-5525.