

# Job Announcement

## Paraprofessional

### Summer Program – 2019

### Scholars Unlimited



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Scholars Unlimited is a community-based literacy program serving elementary-age children in Denver metro area who are approaching readers. Our program includes a summer literacy and enrichment program at multiple elementary schools. Scholars Unlimited is currently recruiting Paraprofessionals for the morning session for the 2019 session. In the summer, our classes are held daily, Monday thru Friday 8:30 AM – 11:30 PM, June 10<sup>th</sup> to July 19<sup>th</sup>. Paraprofessionals are expected to be there from 8:15 AM – 11:45 PM. Summer Program is located in elementary schools throughout the Denver Metro area.

In addition, all hired Paraprofessionals are required to attend training June 6<sup>th</sup>, 2019. June 7<sup>th</sup> will be site training and set up.

#### Job Requirements

- Provide a warm and welcoming atmosphere
- Provide positive opportunities to engage students to express, and create
- Be actively engaged with the students at all times
- Provide and support opportunities for students to learn new skills
- Actively support the teacher, and provide general classroom support
- Provide guidance and instruction for individual or small group instruction
- Provide literacy instruction through literacy kits
- High expectations with critical classroom management skills
- Facilitate theme-based project that aligns with curriculum and project will align with goals
- Daily classroom preparation
- Attend all training and staff meetings
- Provide safe and quality care to students
- Adhere to all Scholars Unlimited policies as stated in the staff manual
- Allow for flexibility in order to support the team and program as needed
- Other duties as assigned

#### Minimal Requirements

1. Experience with literacy instruction	4. Experience working with elementary-age students
2. Able to work entire schedule	5. In good standing with Scholars Unlimited
3. Able to attend all trainings	6. Work entire time without days off except for July 4 <sup>th</sup> & 5 <sup>th</sup>

#### Compensation

Compensation is \$13.00 an hour for instruction, training and planning.

#### Application Process

To apply, visit the Scholars Unlimited website at [www.scholarsunlimited.org](http://www.scholarsunlimited.org) to fill out an online application.

Employment with Scholars Unlimited is on an “at-will” basis and is for no definite period and may regardless of the date or method of payment of wages or salary, be terminated at any time with or without cause and without prior notice. Equally, employees are free to terminate their employment at any time for any reason.