

**Northern Cass is seeking a dedicated, driven, and passionate person for a para-professional position to offer support for learners in the high school and elementary.**

Duties will include:

- Recess supervision before school and once during school
- Independent care skills
- Lead interventions for small groups of learners
- Assistance in classroom activities
- Assistance with supervision on field trips
- Other duties as assigned

Northern Cass School is a Schoolwide Title I district which requires all paraprofessionals to receive their Title I Paraprofessional Certificate of Completion. The Business Manager will assist the applicant to obtain the certificate.

Salary and Benefits

- Starting wage is \$16.50.
- Health insurance available and cash in lieu provided in not enrolled
- Public Employee Retirement System (PERS) - mandated by the State of North Dakota
- Dental, vision, and other supplemental insurances available at own expense

Note: All applicants must pass a mandatory background check to be eligible for Employment.

Please send the following materials to apply:

- Letter of application
- Resume
- Copy of unofficial college transcripts or high school diploma (needed for Title I Certificate)
- Three references (need name and phone number only)

E-mail application materials to [paige.carlson@northerncassschool.com](mailto:paige.carlson@northerncassschool.com) or deliver to Northern Cass School (16021 18<sup>th</sup> St SE, Hunter, ND 58048) by December 8, 2023