**Paraeducator**

Holy Family Catholic School is seeking an energetic and collaborative Paraeducator to serve students in grades PreK through 8th Grade at the start of the 2024-2025 School Year. Holy Family Catholic School is a faith-and family-focused school in Des Moines, Iowa. We are dedicated to helping our students grow in knowledge and faith through quality education and a supportive learning environment. Holy Family Catholic School is a year round school that serves students from 6 different countries and 7 different languages. Support is provided for staff through Diocesan teacher meetings and professional learning communities. Preference will be given to candidates who are Catholic or those who are able to support teachers in the management and organization of a classroom.

Para educator Job Description:

Primary Duty:

* Co-teaching lessons under the Teacher’s guidance, leading small groups or individual instruction and discussions, and reviewing classwork.
* Organizing the classroom and teaching materials, monitoring the classroom during lessons, and minimizing distractions, and disruptions. Duties will also include lunchroom, recess and after school pick up supervision of students.
* Engage with children to enhance and encourage learning.
* Perform other duties as assigned.

Skills:

* Must complete and pass background check
* Passionate, dedicated and committed to working with children
* Experience working with children and assisting teachers in a classroom environment.
* Dependable and punctual
* Have patience with children

Requirements:

* High School Diploma Strong interpersonal skills

Competitive Salary & Benefits Package

To apply:

Please email your resume, and a letter of interest to ptheisen@hfsdm.org. For questions, please contact Ms. Paulette Theisen, Principal at 515-243-7653.