



Churchill County School District

Everyone Always Learning...

Human Resources Department
Annette Cooper, Manager
Janel Buchan, Analyst



INTERNAL/EXTERNAL VACANCY NOTICE

December 6, 2022

The Churchill County School District is currently accepting applications for the following classified position for the 2022-2023 school year:

POSITION: Paraprofessional Instructional Assistant-Early Childhood Education-Northside Early Learning Center

MINIMUM QUALIFICATIONS: Some experience working with students is desirable.

DEFINITION: Performs a variety of Paraprofessional duties related to classroom instruction for the purpose of assisting with tutoring and monitoring of students.

REQUIRED CERTIFICATION/LICENSES:

1. Meet highly qualified standards cited under State and Federal regulation, which are:
 - a. Completed at least two (2) years of study at an institution of higher education (in Nevada this equates to 48 semester credits);
 - b. Obtained an Associate's (or higher) degree; OR
 - c. Passed a formal State or local academic assessment demonstrating knowledge of, and the ability to assist in instructing, reading, writing, and mathematics (in Nevada the only currently approved test is the ETS ParaPro Assessment).
2. High school diploma or GED equivalent.
3. A current Nevada driver's license is required at the time of hire.
4. CPR/First Aid certification is required at the time of hire.

SALARY/SCHEDULE/BENEFITS: Range 21-Step A \$14.44 through Range 21-Step F \$15.82 based upon experience. Schedule: 176 days a year and thirty-three (33) hours a week. Benefits include: Public Employers Retirement System (PERS), Health Benefits, Sick Leave, and Personal Leave.

FILING PERIOD: All interested applicants (internal/external) must complete a CCSD Application online and show that they are qualified for the position requested as described above. Internal applications will be accepted until midnight on Monday, December 12, 2022. External application requests will be accepted on Friday, December 9, 2022 through Monday, December 12, 2022 or until filled. ***Please post your resume when applying for the position.***

CONTACT PERSON:

Mrs. Janel Buchan, Human Resources Analyst
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Phone (775) 428-7240 ext. 1112, Fax (775) 423-5130

The Churchill County School District prohibits discrimination in employment, educational programs, and activities on the basis of race, color, national origin, ancestry, creed, religion, age, disability, marital status, veteran status, sex, sexual orientation, gender identity or expression, associational preference, or any other category protected by applicable state or federal law and provides equal access to the Boy Scouts and other designated youth groups. Sex discrimination includes sexual harassment and sexual violence, and these actions are strictly prohibited. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Summer Stephens, Superintendent, 690 S. Maine Street, 775-423-5184.



690 S. Maine St.
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