



May 18, 2026

VACANCY: **TESTING CENTER PARAEDUCATOR**

LOCATION: **DARIEN HIGH SCHOOL**

EFFECTIVE: August 24, 2026

REPORTS TO: Building Principal

QUALIFICATIONS:

- Four year college degree
- Excellent organizational and communication skills
- Ability to handle sensitive information and material with tact and confidentiality
- Ability to work with all members of the school community (faculty, staff, students and parents)

RESPONSIBILITIES:

- **Administer tests and quizzes as directed by teachers**
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

TERMS OF EMPLOYMENT: Per Contract between The Darien Board of Education and the Paraprofessionals' Union
Plus additional hours as needed (compensated on an hourly basis)

APPLICATION PROCESS:

Internal applicants (current employees of the Darien Public Schools) must submit an internal application via Applitrack, including a current resume and cover letter addressed to Marjorie Cion, Director of Human Resources. Apply at www.darienps.org, District Information, Departments, Human Resources, Employment Opportunities.

External applicants must submit an electronic application via Applitrack: www.darienps.org, District Information, Departments, Employment Opportunities. Supporting documentation, such as a cover letter, resume, and letters of recommendation, must be uploaded to the electronic application. Paper and emailed application materials will not be accepted.

OPEN UNTIL FILLED

NONDISCRIMINATION STATEMENT

*Darien Public Schools is committed to a policy of equal opportunity/affirmative action for all qualified persons. Darien Public Schools does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Darien Public Schools does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding Darien Public Schools **nondiscrimination** policies should be directed to: **Marjorie Cion**, Director of Human Resources mcion@darienps.org 203-656-7400, Board of Education Offices, 35 Leroy Avenue, Darien, CT 06820.*