



EASTLAND-FAIRFIELD

CAREER & TECHNICAL SCHOOLS

4300 Amalgamated Place
Groveport, OH 43125

Shelley Groves
Superintendent/CEO

POSITION VACANCY PLEASE POST

POSITION:	Instructional Paraprofessional
REPORTS TO:	Principal, Eastland Career Center
APPLICATION DEADLINE:	Internal- September 1, 2025
STARTING DATE:	As soon as possible
QUALIFICATIONS:	High school diploma required; At least two or more years of college coursework and/or teaching license preferred; If applicants do not meet preferred qualifications, they must take and pass the Praxis II test for Paraprofessionals or its equivalent; Ability to work with secondary students; Outstanding communication and organizational skills; Must successfully pass a BCI/FBI background check; Able to secure appropriate permit/license through the Ohio Department of Education.
RESPONSIBILITIES:	Support students in their Academic/Lab Courses; Assist students' development of academic skills; Maintain test records, organize materials for testing, and assist in test administration; Work with individual students and staff to track academic and technical progress; Assist with school building operations and functions as needed.
SALARY:	Placement on the Instructional Paraprofessional Salary Schedule
TYPE OF EMPLOYMENT:	Full-time classified position; 6.5 hours per day; 196-day calendar; Benefit-eligible position
LOCATION:	Eastland Career Center 4465 S. Hamilton Rd Groveport, OH 43125
APPLY:	Please submit a resume and letter of interest online at https://www.eastland-fairfield.com/page/job-openings

NO phone calls concerning this position will be accepted.

.....AN EQUAL OPPORTUNITY EMPLOYER...

**EFCTS utilizes Google applications and Multi-Factor Authentication (MFA).
The MFA is via data or SMS capabilities of the employee's personal cell phone.**