



FIRESTONE CHARTER ACADEMY

Shaping Hearts & Minds Public K-8 Charter School

School Mission:

The mission of Firestone Charter Academy is to positively shape the hearts and minds of our students by providing them a core knowledge curriculum with a classical emphasis that is academically rigorous and content rich, a safe environment in which character is modeled and promoted, and a community in which to build trusting relationships with others.

Overview of Position:

Full time Special Education Paraprofessional with the appropriate credentials to work with our school's Special Education students and team, serving students in grades kindergarten through 8th grade.

Specifically, we seek someone with:

- Experience working with special education students with a variety of needs
- Ability to work cooperatively with others and maintain a positive attitude in the work environment
- Ability to use good judgement in problem-solving and decision-making
- Ability to accept supervisory direction and desire to improve job skills
- Ability to demonstrate tact, courtesy and helpfulness in dealing with staff, students, parents, and visitors to the school

Major Responsibilities and Duties:

- Work with individual students or small groups to reinforce learning material or skills introduced by the teachers
- Work with Special Education Department
- Operate and care for equipment or instructional materials used in the classroom for instructional purposes
- Help students master equipment or instructional materials assigned by the teachers
- Distribute and collect workbooks, papers, and/or instructional materials as directed by the teachers
- Guide independent study, enrichment work, and remedial work as assigned by the teachers
- Assist with the supervision of students during meals, emergency drills, assemblies, play periods, or field trips
- Assist with supervision of daily routines and schedules
- Provide information and assistance to a substitute teacher should one be assigned
- Participate in appropriate staff development as required to ensure professional growth
- May be asked to help with outdoor duty on an as-needed basis

- Participate in staff meeting, committee meetings, or other meetings as required by job assignment
- Perform other duties as assigned

Qualifications:

- Minimum High school diploma or equivalent.
- No experience required. At least one-year experience working with students in an academic environment preferred.
- Experience with working with school age children preferred.
- Must be a minimum of 18 years old.

Who We Are:

Firestone Charter Academy is an award-winning PK-8 public charter school that opened in 2008 as Imagine Charter School at Firestone. In June 2020 the school became Firestone Charter Academy, retaining the mission and vision, staff, and culture of the original school. The school lies within the St. Vrain Valley School District. FCA uses a Core Knowledge curriculum with a classical approach.

As a public school of choice, Firestone Charter Academy is operated by a Governing Board made up of parents and community members. We are governed by a contract between the Governing Board and the St Vrain Valley school district.

Our Commitment

- A professional staff and content-rich curriculum that challenges students at all levels to achieve.
- Small communities within the school that enable students to form strong relationships with their peers and adults.
- A welcoming and respectful environment for each family, and opportunities for families to be involved in many aspects of the school.
- An emphasis on each student's positive character development through role-modeling, curricular emphasis, and community service.
- Financial accountability and stewardship of resources in a way that enables our school to be sustainable.

Pay Range:

Pay for this position starts ranges from \$17 to \$24/hour depending on experience and qualifications.

To apply, complete the online application, and upload a letter of interest, a current resume, transcripts, licensure details, and three letters of recommendation/reference. Email the school Principal, Jessica Cervantes at Jessica.Cervantes@firestonecharteracademy.org with any questions.

Firestone Charter Academy prioritizes our employee's health and well-being. As part of that priority, we offer a choice of Employee Benefit plans, Employee Assistance Plans, and access to wellness programming through our benefit providers.

All positions are eligible for PERA (pension) and several Employee Assistance Programs (EAP) offered by our providers.

All Full Time (over 30 hours) positions are also eligible for Employer paid Basic Life Insurance, Accidental Death and Dismemberment, Short & Long term Disability, Health/Dental/Vision insurance, Accident/Critical illness plans, additional voluntary Life Insurance, Flexible Spending Accounts, Insurance and wellness programs/discounts from our providers.

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; walk; and stoop, kneel, crouch, or crawl. The employee is occasionally required to sit, climb or balance, and taste or smell. The employee must regularly lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT While performing the duties of this job, the employee may be exposed to moving mechanical parts associated with wheelchairs and/or other adapted equipment. The noise level in the work environment is usually moderate to loud.

MENTAL FUNCTIONS The employee will be required to be able to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions; to interpret an extensive variety of technical instructions in mathematical or diagrammatic form; and to deal with several abstract and concrete variables.

While performing the duties of this job, the employee is regularly required to compare, analyze, communicate, instruct, evaluate, use interpersonal skills, negotiate, and prioritize. The employee is frequently required to copy, coordinate, compute, synthesize, and compile.