



YOUNG LEADERS ACADEMY  
A YMCA YOUTH LEADERSHIP ACADEMY CHARTER SCHOOL

**Character Strong! College Bound!**

### **OPEN POSITION ANNOUNCEMENT**

**Position:** Paraprofessional (General)  
Science Paraprofessional

**Location:** Young Leaders Academy – YMCA Youth Leadership Academy Charter School at the Northside YMCA

**Reports to:** Assistant Principal

**Hourly Wage Range:** \$10.12 – \$12.65 per hour

#### **GENERAL FUNCTIONS:**

Under the direction of the Executive Principal and Assistant Principals and in the accordance with the Charter School and YMCA Association policies, the College Preparatory School Paraprofessional is responsible for embracing and imparting the school's philosophy, mission and vision of excellence in education through daily encounters with students and parents both inside the classroom and as a YLA representative throughout our community. Paraprofessionals support teachers in providing a nurturing and challenging educational setting that fully prepares students for high school and empowers them to look ahead to college.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Ensure that daily care of students and engagement of parents are top priorities.
2. Collaborate with Assistant Principals, Teachers and other Paraprofessionals to assist in developing the most comprehensive learning system by incorporating Integrative Learning experiments that tie class subjects together.
3. Assist teachers in the development of classroom lessons and materials that demonstrate clear and immediate real-world applications.
4. Use active listening to understand each students' unique characteristics and needs, and hold high expectations for their advancement regardless of background or prior experiences.
5. Continuously appraise students and report to teachers so they can communicate with students and parents on progress.
6. Assist in the preparation of student progress reports to be used internally and externally for continuous improvement of the Academy.
7. Role Model caring, enthusiastic, professional and ethical behavior.

#### **EDUCATION and or EXPERIENCE:**

Must possess a High School Diploma or equivalent. Bachelors Degree in education or related discipline preferred. Demonstrated competence in all areas of instructional content appropriate for the grade with a minimum of 3 years experience in a formal academic setting preferred. College Preparatory School experience in an urban setting strongly preferred.

#### **SKILLS AND ABILITIES**

- ⇒ Proven ability to have initiative, good judgment and work independently and as a member of a team
- ⇒ Strong motivational skills with excellent written and oral presentation skills
- ⇒ Competent computer skills; Windows, Office and Academic software
- ⇒ Ability to manage multiple priorities with a high volume of work

#### **EXCELLENT BENEFITS INCLUDE:**

- Health/dental/life/disability insurance
- 8% fully paid retirement plan after two years of service
- 50% discount on YMCA childcare
- Free YMCA family membership

**Deadline:** July 26, 2010

**Apply Online:** <https://apply.ymcamke.org>  
[www.ymcamke.org](http://www.ymcamke.org) Click the Red 'Work for the Y' tab