



2022-2023

POSITION ANNOUNCEMENT: EDUCATIONAL ASSISTANT

Health Leadership High School is a charter school designed to equip high school students interested in the health sector to become leaders in developing healthier communities. We are looking for committed employees who are interested in teaching young learners. We value educators who are passionate, creative and motivated to establish learning environments that meet students needs and encourage success.

HEALTH LEADERSHIP HIGH SCHOOL MISSION STATEMENT

The mission of Health Leadership High School is to equip students who are interested in health with the skills they need to become leaders in developing healthier communities. Through experiential and project-based learning, our students develop as deep and complex thinkers to have a broad understanding of the determinants of improving healthier communities. Our mission is to take a holistic approach in supporting youth to have successful careers by caring for their intellectual, physical and emotional well-being as students.

POSITION DESCRIPTION

- Support small groups in the class
- Support as a role model in the class and school community
- Assist teacher to prepare course materials
- Embracing a growth mindset; honest reflection, ongoing feedback, assessment of work and a willingness to be flexible in change and taking risks toward innovative outcomes.
- Support in adhering to the community wellness lens to improve education, resources and opportunities that exist in real time within our community
- Commitment to authentic relationships with students, staff and families as the foundation of learning.
- Collaborate with teachers to provide inclusive instruction to accommodate students with IEPs, language acquisition needs, and attention to the cultural linguistic framework of the school
- Support the growth of an emotionally and physically safe school culture through daily projects, activities and advisory work.
- Participate in weekly professional development (PD) training
- Commitment to other essential duties as necessary in attending to a small school environment
- Participate in meetings with teachers
- Support in maintaining the classroom environment (wiping tables, organizing materials)
- Provide non-instructional support (lunch duty, hall monitoring etc.)

REQUIRED QUALIFICATIONS

- Must have a High School Diploma or equivalent
- Must be at least 18 years of age
- Ability to pass a background check
- Must meet the NCLB highly qualified requirements
 - 48 college credit hours or Pass the Paraprofessional Test

PREFERRED QUALIFICATIONS

- Experience supporting social /emotional needs of students
- Spanish language fluency preferred
- Strong interpersonal skills

HOW TO APPLY

For consideration, applicants must submit the following materials directly to Leticia Archuleta, Executive Director/Principal at Jobs@healthleadershiphighschool.org

- Letter of interest demonstrating qualifications and experience
- Current resume
- Copies of current license(s)

All applicants will be screened based on qualifications and experience. The most qualified applicants will be scheduled for position interviews. All other applicant submissions will be placed in a talent bank for future consideration

** To ensure safety for all students, all staff members will be fingerprinted. Background checks will be conducted on all school staff prior to their service as employees At Health Leadership High School, we seek to embrace equity, diversity and inclusion. We strive to have employees who have a deep commitment to supporting youth and community as a whole. Health Leadership High School is proud to be an equal opportunity employer.*