



Special Rights Education Assistant

www.schoolofnorthernlights.org

St. Paul School of Northern Lights is a public charter school serving students in grades K-8 in the West 7th neighborhood. St. Paul School of Northern Lights is looking for an individual who is passionate about the mission and vision of the school and seeks to support students' curiosity and love of learning. The ideal candidate will have a strong desire to support students' unique learning styles, will enjoy building relationships and spending time with individual students, and will thrive in a dynamic position.

Required Qualifications

- High school diploma or a minimum of 60 credits or minimum score on the Para Pro assessment
- Must meet the Minnesota Department of Education Educational Assistant competency requirements
- Commitment to the Northern Lights' Mission and Vision

Preferred Qualifications

- Experience with Special Rights/Special Education
- Non-violent crisis prevention training (CPI)
- Experience working in urban school settings
- Experience with Reggio-Emilia educational philosophies
- Experience with restorative practices

Successful candidates will...

- Understand that:
 - Our learners are competent and curious
 - Behavior is communication
 - Relationships are central to our work as educators
 - Knowledge is *constructed* by the learner in a social context
 - Multiple points of view deepen understanding
 - The environment drives learning
- Communicate effectively, building strong relationships with students, families, colleagues and the broader community
- Demonstrate commitment to and experience with engaging in conversations and work that challenges and disrupts systemic oppression and oppressive narratives
- Appreciate uncertainty: value participating in a dynamic and evolving educational process
- Value collaboration
- Possess and foster creativity and imagination
- Demonstrate cultural competence
- Enjoy work that is active and dynamic
- Appreciate input and feedback from peers and supervisors

Basic functions and responsibilities:

- Implement students' Individualized Education Plans and Behavior Intervention Plans
- Assist teachers (general education and Special Rights) with classroom activities and tasks
- Collaborate with students, families and colleagues in support of students and our community
- Monitor and assist students with academic and social behavior
- Document academic and social behaviors to inform student support, build a community of learners, communicate with families and community, and research teaching and learning
- Communicate with families about student successes and concerns (per Special Rights teacher guidance)
- Keep all student information strictly confidential
- Attend three all-school events during the school year
- Proactively develop relationships with students and families
- Implement restorative practices to build community and address conflict
- Monitor students in and out of the building
- Attend and engage in staff meetings, professional development trainings, and professional collaboration time
- Seek, reflect on and learn from feedback
- Support the operational work of the school
- Assist students with personal hygiene, as necessary
- Accompany students on morning and afternoon transportation, as necessary

This is an hourly position that follows our school academic year calendar.

Interested candidates should send a cover letter and resume to Rachel Ngendakuriyo at employment@schoolofnorthernlights.org.

Thank you for your interest in St Paul School of Northern Lights. SPSNL is authorized by Innovative Quality Schools and is an equal opportunity employer.