



Position Description for  
**Elementary Paraprofessional**

North Heights Vision: **Find Faith. Discover Purpose. Live Eternal Significance.**

Led by the Holy Spirit, North Heights equips all people to find faith in Jesus, discover their God-given purpose and lead lives of eternal significance.

We are looking for staff to join us in this vision.

**Title:** Elementary Paraprofessional

**Reports to:** NHCA Principal

**Employment Status:** Full-Time

**3 Imperatives:**

- Belief that Jesus is the one and only Son of God and the only name that can save a human being. Be filled with the Holy Spirit and demonstrate the use of spiritual gifts.
- Committed faith in Jesus.
- Build Christian Character in students.
- Strong ability to support students in curriculum areas.

**Summary of Position:** A successful candidate will work as a member of our school team to engage and disciple students. The candidate will support the students academically as needed.

**Minimum Qualifications:**

- High School Diploma.
- Ability to instruct and supervise children.

**Duties/Areas of Responsibility:**

- Adhere to staff core values.
- Adhere to the Constitution and Bylaws of North Heights.
- Establish and manage measurable quarterly goals that are aligned with our vision.
- Performs other duties as assigned that further the vision of North Heights.

**Knowledge, Skills & Abilities Required:**

- A good grasp of the Bible and a belief that the Bible is the inspired Word of God.
- Ability to work with a team.
- Ability to build relationships and build support for students.
- Ability to help students academically in math, reading and writing.