

Job Title: Paraprofessional

Job Type: Full Time

Compensation: Commensurate with experience and qualifications

Position Summary: Furlow Charter School is a free public school serving students throughout Sumter County, Georgia. Our academic curriculum emphasizes project-based learning and service learning, with additional emphasis on fine arts and foreign language education. Furlow serves a student population of approximately 600 students in grades K-12. Our mission is to foster success among our diverse community of students, through innovative approaches to public education that encourage critical thinking and multi-disciplinary learning in an active, inclusive, and engaging educational environment. FCS is committed to fostering cultural awareness, inclusivity, social responsibility, and academic awareness through innovative pedagogy.

Furlow is currently seeking a paraprofessional to serve as support staff working under the supervision of the classroom advisor(s). The paraprofessional has some decision-making authority as limited and regulated by board policy and state law.

Essential Duties: Performed under the general supervision of the classroom advisor, essential duties may include but not be limited to the following:

- Conduct small group or individual classroom activities based on lesson plans developed by the advisor.
- Conduct interventions for struggling scholars under the guidance of an advisor.
- Assist with supervision of the scholars.
- Assist with student assessment and collecting data on student progress.
- Assist with routine recordkeeping.
- Assist with the preparation of materials for instruction (including the copying/duplicating of materials, construction of displays/bulletin boards, learning centers and manipulatives).
- Locate, operate and return needed equipment.
- Assist with classroom housekeeping.
- Assist in the ordering and inventory of classroom equipment and materials.
- Assist with school wide supervision, such as car rider duty and lunchroom duty.
- Other duties as assigned by the advisor and administration.
- Assists teachers and students in operation of equipment and technology

Minimum Qualifications:

Must have completed two years of higher education study (60 semester hours or 90 quarter hours) OR must have obtained an Associate's or higher degree OR must possess at least a high school diploma or GED equivalent and have passed the state Georgia required Paraprofessional assessment that demonstrates knowledge of the ability to assist in instructing reading, writing, mathematics, behavior, readiness and adaptive skills.

To be considered, candidates must email the following to sduff@furlowcharter.org:

- Cover letter explaining your interest in the position, your philosophy on teaching and learning, and how you will contribute to an educational environment that values diversity and inclusivity.
- Resume outlining your education, prior work experience, community/civic involvement history, and contact information for three professional references

In the email subject line, please include your name and the position for which you are applying (For example: Joe Smith-Paraprofessional). Review of applications will begin immediately and will continue until the positions are filled. Applications from underrepresented groups are strongly encouraged.

Furlow Charter School is an Equal Opportunity Employer. Furlow Charter School does not discriminate on the basis of race, color, sex, national origin, disability, or age in its employment practices.