

VERNONIA SCHOOL DISTRICT 47J
1201 Texas Avenue
Vernonia, OR 97064

POSITION OPENING
INSTRUCTIONAL ASSISTANT

Date: May 28, 2026
Closing Date: June 4, 2026

MINIMUM QUALIFICATIONS:

- Associates Degree or Highly Qualified status under No Child Left Behind guidelines
- Preferred experience with elementary school students
- Able to work a flexible daily schedule
- Communication and time management skills

POSTION STATUS:

This is a full-time position (8 hours per day) at Mist Elementary School to begin with the 2026-27 school year. Rate of pay based on the Vernonia School District Classified Collective Bargaining Agreement salary schedule.

JOB RESPONSIBILITIES:

- Assist in the instruction of students in small groups or individually.
- Help correct assignments and record individual student progress on appropriate forms.
- Help maintain a proper classroom atmosphere by assisting in established discipline and behavior programs.
- Monitor and assist students in regular classroom work when appropriate.
- Help with duplication and preparation of instructional materials.
- Communicate effectively with students, staff, and parents.
- Other duties as assigned.

APPLICATION PROCEDURE:

Current VSD Employees submit the following:

- Letter of interest

Non VSD Employees submit the following:

- Completed application
- Letter of Interest
- Resume
- Letters of Recommendation

Application materials to be submitted to Barb Carr – bcarr@vernonia.k12.or.us or mailed to:

Vernonia School District 47J
1201 Texas Avenue
Vernonia, OR 97064
(503) 429-5891 FAX (503) 429-7742