

# Knappa School District

41535 Old Hwy 30

Astoria, Or. 97103

503-458-5993

William Fritz Ph.D., Superintendent

October 11, 2021

The Knappa School District is seeking to fill **TWO 6-7-hours** per day program assistant positions at Hilda Lahti Elementary.

**Title:** Program Assistant 6-7 hours per day maximum

**Qualifications:** High School Diploma or equivalent, ability to pass competency test OR Two-year college degree.

**Supervises:** Students

**Reports to:** Principal and Director of Special Services

**Job Goal:** To supervise and provide support to students

**Responsibilities:**

1. Assist with students in all phases of their school day.
2. Maintain confidentiality in all phases of work.
3. Maintains clean and neat personal appearance
4. Ability to work independently without direct supervision
5. Other duties as assigned

**Evaluation:** As determined by contract, district policy and regulations.

Applicants: Please submit an application to the Knappa School District. For further information, contact Diane Barendse at the District Office 458-5993 ext. 303, Monday through Friday 8:00 a.m. to 4:00 p.m., or [www.knappa.k12.or.us](http://www.knappa.k12.or.us)

**Applications are being accepted until positions are filled**