



# GRANT SCHOOL DISTRICT #3

401 N. Canyon City Blvd. • Canyon City, OR 97820  
Phone: (541) 575-1280 • Fax: (541) 575-3614

## POSITION OPENING FOR THE 2024-25 SCHOOL YEAR INSTRUCTIONAL ASSISTANTS: General Ed., Title IA, Special Ed. (Multiple Positions) GRANT UNION JR/SR HIGH SCHOOL

Grant School District No. 3, John Day, Oregon is seeking qualified applicants for an **Instructional Assistant** position for Grant Union Jr/SR High School. 7.5 hours/4 days per week.

### Qualifications:

- High School Diploma or equivalent
- Possess an associate's degree or be able to pass the paraprofessional certification assessment test
- Training in behavior and de-escalation procedures preferred
- Ability to assist teachers with implementing lesson plans, students' daily living and, implementing positive behavior intervention strategies both in special education and general education settings
- Ability to monitor students in classroom, cafeteria, and playground activities for the purpose of maintaining a safe and positive learning environment while addressing individual student learning needs
- Ability to follow prescribed daily individual and small learning group instruction plans as outlined by the licensed educator and/or school team members to present or reinforce learning concepts
- Maintain a high level of professionalism and confidentiality
- Ability to demonstrate a growth mindset and positive, patient, understanding, calm, and receptive attitude towards students
- Hold a current First Aid/CPR card or willing to obtain by hire date
- Provide proof of exemption or compliance with OAR 333-019-1030 requirements for Oregon public schools' staff.

**Full Job Description available at the district office.**

**Classified Application can be obtained & submitted at the Employment Office or at the District Office**  
<https://grantsd3.schoolinsites.com/humanresources>

### SEND OR DROP OFF APPLICATION MATERIALS:

Jana Young – Human Resources  
Grant School District No. 3  
401 N. Canyon City Blvd.  
Canyon City, OR 97820  
[youngj@grantesd.org](mailto:youngj@grantesd.org)

**Compensation:** Salary Range for the 2024-25 School Year: \$18.52 - \$21.48 per hour.

### **POSITION OPENED UNTIL FILLED**

Reasonable accommodations for the application and interview process will be provided upon request and as required in accordance with the Americans with Disabilities Act of 1990. Individuals with disabilities may contact ADA Compliance Officer at 541-575-0423 for additional information or assistance. Speech/Hearing impaired persons may contact the district for assistance through the Oregon Telecommunication Relay Service at 1-800-735-2900. We encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We hire and promote without regard to race, color, gender, national origin, religion, or age, unrelated to job performance. Fingerprinting and criminal record checks are required by the Oregon Department of Education. (ORS 584-36-062)