

# Knappa School District

41535 Old Hwy 30

Astoria, Or. 97103

503-458-5993

William Fritz Ph.D., Superintendent

September 11, 2023

The Knappa School District is seeking to fill **ONE** 6.5 –hours per day program assistant position at Hilda Lahti Elementary for the **23-24** school year.

**Title:** Program Assistant 6 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 to

**Job Goal:** 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.

## **Applications are being accepted until position is filled**

*It is the policy of Knappa School District to ensure equal employment opportunity without discrimination or harassment on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, genetic information, or any other characteristic protected by law.*