



# TREASURE VALLEY

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## CLASSICAL ACADEMY

### **Paraprofessional Job Description**

Treasure Valley Classical Academy seeks a paraprofessional with a strong commitment to, belief in, and alignment with the mission and vision of our school. Applicants must believe in our mission and vision and maintain high expectations for our students both academically and behaviorally. Ideal candidates will have a passion for learning and be kind-hearted towards children. They should be fully invested in helping students develop virtuous character and build a critical foundation in the core academic disciplines.

TVCA is a tuition-free public charter school serving grades K–12. The elementary curriculum includes explicit phonics, traditional grammar instruction, literature, history, science, Singapore Math, and Latin and Greek roots. Great books and Socratic discussion begin in the upper elementary grades. Art, music, PE, and foreign language courses are required K–6, with electives offered in the upper school. TVCA is a Hillsdale College member school and part of American Classical Schools of Idaho (ACSI).

As members of our Student Services Team, our paraprofessionals assume the following critical responsibilities:

- Modify and prepare instructional materials to support student needs under the direct supervision of the general education or special education teacher.
- Monitor student work to ensure they understand and follow directions.
- Reinforce learning posture (examples include task orientation, attending, tracking, being on the right page, etc.)
- Track academic and behavioral data.
- Tutor students on assigned class work for the purpose of providing ongoing support in the completion of on-task behavior.
- Support assigned student(s) in activities related to the goals and objectives outlined in an IEP (individualized education plan) or 504-plan.
- Support with non-instructional times (e.g. breaks, hallway duty, recess, dismissal).
- Support with behavior intervention plan implementation.
- Assist with clerical duties assigned by the student services director.
- Support assigned students during school-wide events.
- Build strong relationships with students, staff, and families.
- Other duties supporting students (as assigned).

The preferred qualifications for this position are at least two years of post-secondary credits in a Human Services area, or a State of Idaho Paraprofessional Certificate. The minimum qualifications are a High School diploma or GED and the ability to obtain a State of Idaho Paraprofessional Certificate. All applicants must pass a fingerprint and criminal background check.

The daily work hours are from 8:00am – 3:00pm for the elementary school and 7:55-3:30 for the upper school and will follow the 2026/2027 academic calendar. Pay and benefits are commensurate with experience and commitment to the mission and educational philosophy of Treasure Valley Classical Academy.

The position will begin on Monday August 3, 2026.

Interested applications should apply online through our [online application](#). Please direct questions to the Student Services Director, Mrs. Ericka Burke at: [eburke@tvacademy.org](mailto:eburke@tvacademy.org)

***A Classical Education for Modern Times***

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