



Elementary Paraprofessional

Job Posting

Position Time: Starts July 30th, 2025 - May 21st, 2026

Company Name: Dayspring Christian Academy

Pay Scale: \$15.00 per hour (32 hours a week)

Benefits: Standard DCA Full-Time Benefit Package (Health Insurance, Telemedicine, Dental Saving, Life Insurance, STD, LTD, 403b Retirement savings, FSA (Dental & Eye only), FAMILI, and sick pay.

Job Type: Full-Time (Monday-Thursday 7:15 am - 3:45 pm and some Fridays)

Required Travel: 0-10%

Location(s): Greeley, Colorado, 80634, United States

Position Open: Until filled.

If you are interested in this position, please complete a copy of the Dayspring employment application, which you can obtain on our website, www.dayspringeagles.org, and submit it to Amber Smith, vice principal, at asmith@dayspringeagles.org. You will also need to submit unofficial transcripts and the pastor's recommendation form, which is also on our website.

Primary Function:

The primary function of the paraprofessional will be to partner with Christian parents to instruct from a biblical worldview and prayerfully educate the mind and train the heart of each student to serve the world for the glory of Christ. The elementary para will assist students to learn attitudes, skills, and content that will contribute to their achievement of the Expected Student Outcomes.

Duties:

- Provide direct academic support in the elementary classrooms to individual students as assigned by the classroom teacher. This may include, but is not limited to such things as providing:
 - Small group instruction
 - One-to-one instruction
 - Guided reading
 - Test assistance
 - Homework assistance

- Provide extra support during a teacher's lesson
- Provide extra support for students during independent or group work time
- Reinforce learning
- Help students work towards emotional regulation
- Help students settle disagreements with other students
- Provide clerical and creative assistance to the teachers. This includes copying, laminating, grading assignments, filing papers, and creating bulletin boards.
- Monitor recess 3-4 times a day
- Monitor classes at lunch
- Supervise/accompany students in the hallways and to/from the academic building, specials, Generations building, and the gym.

Spiritual Responsibilities:

- Affirm that he/she is a "born again" Christian who has received Jesus Christ as their personal Savior and Lord (John 3:3, 1 Peter 1:23)
- Give testimony that he/she has a sense of God's calling to teach at Dayspring Christian Academy for the contracted school year (Romans 12:6-8)
- Demonstrate by precept and example the highest Christian virtue and personal integrity, serving as a Christian role model, both in and out of school, to students (Luke 6:40), parents, fellow staff members, and others (Colossians 3:17; Titus 2:7-8; 1 Thessalonians 5:18, 22-23; 1 Timothy 4:12)
- Faithfully fellowship at a local church whose teachings are in agreement with the school's Statement of Faith
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Job Requirements

The elementary paraprofessional shall:

- Reflect on the purpose of the school, which is to honor Christ in every class and in every activity.
- Motivate students to receive God's gift of salvation and help them grow in their faith through their witness and Christian role modeling.
- Lead students to a realization of their worth in Christ. Pray with and for students.
- Cooperate with the board and administration in implementing all policies, procedures, and directives governing the operation of the school.
- Perform duties as assigned and scheduled by the Team Leader, teachers and administrator.
- Integrate biblical principles and the Christian philosophy of education throughout the curriculum and activities.
- Keep proper discipline in the classroom and on the playground for a good learning environment.
- Maintain a clean, attractive, well-ordered working environment.
- Implement plans designed by the teacher that meet the individual needs, interests, and abilities of the students, challenging each to do his/her best work.
- Utilize valid teaching techniques to achieve curriculum goals within the framework of the school's philosophy.

- Employ a variety of instructional aids, methods, and materials that will provide for creative teaching, recognizing a variety of learning styles, to reach the whole child: spiritual, mental, physical, social, and emotional.
- Keep teachers adequately informed of student progress.
- Recognize the need for good public relations. Represent the school in a favorable and professional manner to the school's constituency and the general public.
- Develop and maintain rapport with students, parents, and staff by treating others with friendliness, respect, and grace.
- Follow the Matthew 18 principle in dealing with conflict with students, parents, staff, and administration.
- Fulfill duties as a mandated reporter.
- Seek the counsel of the administrator, colleagues, and parents while maintaining a teachable attitude.
- Attend and participate in scheduled devotions, in-service training, and accreditation committees.
- Know and follow the procedures for dealing with emergencies.
- Inform the administration promptly if unable to fulfill any duty assigned. Prepare adequate information and materials for your substitute.