



# KANU O KA 'ĀINA

New Century Public Charter School

*Kūlia i ka nu'u - Strive to reach your highest*

## Educational Assistant

*Kanu o ka 'Āina NCPCS is seeking the following position for the 2023-2024 school year:*

**Position Type:** Full-time Elementary Educational Assistant

**Location:** Kanu's Main Campus: 64-1043 Hi'iaka Street; Kamuela, Hawai'i 96743

**Date Posted:** December 21, 2022

**Closing Date:** TBD

**Start Date:** July 31, 2023

**Position Summary:** Kanu o ka 'Āina is seeking a full-time experienced Elementary Educational Assistant for SY22-23. Responsibilities of this position include providing daily routines and structure to students, assisting in learning activities, monitoring of student progress, and communicating with students, parents, support resources, and administration. The ideal candidate perpetuates the Hawaiian culture, values, practices, and language and is also able to implement effective classroom management, engage and motivate students, and work collaboratively with a teaching team. Educational Assistants will function as a substitute as needed.

**Preferred Education/Experience:**

Graduation from high school or equivalent and at least **one** of the following listed below:

- 48 semester credits, baccalaureate level courses, from an accredited institution of higher education recognized by the Hawai'i Department of Education.
- An Associates Degree or higher from an accredited institution recognized by the Hawai'i Department of Education.
- Successful completion of the ParaPro Assessment.
- Hawaiian cultural practitioner
- 1-2 years experience of assisting in a classroom or educational organization

**How to Apply:**

- Send a letter of interest, resume (include at least 2 references), and a letter of recommendation by mail or email before 3pm on March 31, 2023.
  - Mail: P.O. Box 398, Kamuela Hawaii 96743
  - Email: [iiniy@kalo.org](mailto:iiniy@kalo.org)

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