



Brazos ISD Job Posting

Position: College & Career Paraprofessional – Provide support for the efficient operation of the high school library and assist with college and career efforts for the campus.

Qualifications: High school diploma, Associate of the Arts degree or equivalent preferred.

Location: Brazos High School

Special Knowledge/Skills: Excellent organizational, communication, and interpersonal skills; Ability to present information in one-on-one, small group to students, parents, and district staff; Knowledge of state accountability and CCMR district goals; Ability to use software to develop spreadsheets, maintain databases, word processing and web page maintenance; Proficient keyboarding skills; Ability to understand and follow detailed written and verbal instructions; Ability to operate multi-line phone system; Ability to learn and support activities required for STAAR testing, college entrance exams, and the associated testing platforms.

Salary Range: Brazos ISD Hiring Schedule

Length of Work Year: 197 Days

Application Procedures: Email a cover letter, district application, resume, transcripts and a copy of credentials to email listed below (email preferred). The application may be found at www.brazosisd.net under the employment tab.

Send Applications to:

Lisa Kanak, Superintendent Secretary; lkanak@brazosisd.net

P.O. Box 819; Wallis, Texas 77485

(979) 478-6551

Or in person at 227 Educator Lane, Wallis, Texas, 77485

Reports to: High School Principal

Coordinates Duties with: High School Counselor

Application Deadline: Open until filled **Date of Posting:** April 16, 2024

Applicants for all positions are considered without regard to race, color, national origin, religion, sex, marital status, veteran or military status, disability, or any other legally protected status. District Title IX Coordinator: Teresa Ressler, Director of C & I, Brazos ISD, P O Box 819, Wallis, TX, 77485 979-478-6551