

Paraprofessional Position

The Ballard R-II School District is seeking student-centered, enthusiastic, and knowledgeable paraprofessional candidates for the 2026-2027 school year. This position is a full time position from 7:30 a.m. to 3:40 p.m. as a one on one support. Ballard is a small, rural district with approximately 105 students, located between Adrian, MO and Clinton, MO on 18 highway; within 45 minutes south of the KC metro area and 20 minutes west of Truman Reservoir. Qualifications are a Missouri Teaching Certificate, proof of passing the Paraprofessional Praxis, or a substitute certificate with intention of seeking certification. It is also necessary that the successful candidate has the ability to take and follow directions, notice what needs doing, take initiative, and have outstanding human relations skills.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide hygiene and essential care to student
- Provide support to student with meals as needed
- Support the classroom teacher's instruction to students
- Support the implementation of the classroom teacher's discipline plan
- Support the lesson plans and activities of the classroom teacher
- Participate in building, grade level and subject area committees as needed
- Participate in professional development activities
- Support the classroom teacher in maintaining accurate student records as needed
- Support the classroom teacher in completing and submitting forms and required reports in a timely manner
- Support the classroom teacher with notes and information that may be helpful with IEP and/or 504 planning
- Support the implementation of special education plans such as 504 plans, individual educational programs and individual health plans
- Communicate with parents as needed
- Other duties as may be assigned

Send your completed packet (letter of interest, resume, completed classified application-found on our website, transcripts, teaching certification, praxis test results, or substitute certificate, and 3 letters of recommendation) to Stephanie Nold, Principal via email or US Mail to the following: snold@ballard.k12.mo.us or 10247 NE State Rt. 18 Butler, MO 64730. You may also hand-deliver your application to the address listed. Additionally, please follow up with a phone call to ensure your application has been received at 816-297-2656 or if you have questions about this position please call. The position will be open until filled. Ballard R-II School District is an equal opportunity employer. www.ballardr2.net.