

Paraprofessional for grades 6-12
Tapestry Public Charter School - Clayton County

The mission of Tapestry Public Charter School is to offer an inclusive, individualized learning environment that is academically engaging for both neurotypical students and those on the autism spectrum, and to create a positive school culture that empowers all students to take possession of their innate talents and become creative builders of their own futures.

Tapestry Public Charter School seeks innovative, patient, and energetic paraprofessionals to join our team. Employment at Tapestry offers a unique opportunity for mission-aligned educators to help build our school from the ground up.

Tapestry serves approximately 300 students in grades 6–12.

- Work Schedule: Full Time, 10 month employee, 189 days
 - Hours: 8:00am to 4:00pm
 - Reports to: Special Education Coordinator
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Job Summary

The Paraprofessional supports students with special needs under the supervision of a certified teacher in inclusive classroom settings. The Paraprofessional assists with daily classroom activities, supports students' instructional and social–emotional learning, and helps ensure students' physical safety and access to the general education curriculum. This role is essential to supporting Tapestry's inclusive model and fostering student independence.

Essential Functions:

The following duties are representative of this position. The omission of specific duties does not exclude them if the work is similar, related, or a logical assignment. Additional duties may be required and assigned.

- Supports the mission, vision, and values of Tapestry Public Charter School.
- Supports general education and special education teachers in a co-taught, constructivist, inclusive environment.
- Works with individual students or small groups to reinforce learning of material initially introduced by the teacher.
- Supports students so they are included and engaged in classroom activities and school routines.

- Assists students with organization, transitions, and use of supports throughout the school day.
- Maintains positive, professional communication with students, staff, and families as appropriate and under teacher/administrator guidance.
- Collaborates with teachers and service providers to implement Individualized Education Programs (IEPs) in accordance with federal, state, and school guidelines.
- Carries out specialized behavior support plans and uses strategies modeled by teachers and related service providers.
- Seeks to empower students with disabilities to become independent, confident self-advocates.
- Regularly attends faculty meetings and participates in professional learning, demonstrating a willingness to “wear many hats” in a small-school environment.
- Works collaboratively with the broader Tapestry community, including families and community partners, to advance the goals of the school.
- Performs various other duties as assigned by the Special Education Coordinator, Principal, or designee.

Essential Qualifications:

- High school diploma or equivalent required.
- Experience working with individuals on the autism spectrum and/or students with disabilities.
- Positive, inclusive, and welcoming attitude.
- Enthusiastic, creative, and flexible approach to working with middle and high school students.
- Ability to support differentiated instruction and classroom accommodations to meet diverse learning needs.
- Ability to collaborate effectively as a member of a team within the school community.

Preferred Qualifications:

- Associate’s degree or higher.
- Successful experience working as a paraprofessional or teaching assistant in a school setting.
- Experience in a public charter school environment.
- Experience working with students with a range of learning disabilities, cognitive profiles, sensory differences, behavioral challenges, speech and language impairments, gross and fine motor difficulties, and medical conditions.
- Ability to implement and adapt curriculum and provide instructional support across subject areas for students with disabilities, under teacher direction.
- Demonstrated effectiveness in working with diverse groups of students, teachers, service providers, and families.

- Familiarity with Universal Design for Learning (UDL), constructivist teaching and learning, Response to Intervention (RTI), and the Coalition of Essential Schools Common Principles.

Salary & Benefits:

- Salary is based on the Paraprofessional pay scale, which can be found on the tapestrycharter.org website, and is commensurate with education and experience.
- Participation in the Teachers Retirement System of Georgia (TRS).
- Employer-paid subsidy toward the first \$400 of school-sponsored health benefit plans.
- Access to health, dental, vision, life, and other voluntary benefits.
- Flexible Spending Account (FSA) options

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Application Process

To apply for this position, interested candidates should submit the following:

1. A cover letter summarizing interest, skills, and qualifications;
2. A current resume or curriculum vitae;
3. The names, email addresses, and telephone numbers of at least three professional references.

Please email application materials to Maria Kepler, Principal, at jobs@tapestrycharter.org. Applications that do not include all required components may be considered incomplete.

Application Deadline: Open until filled.

Equal Employment Opportunity and Background Check

Tapestry Public Charter School is an equal opportunity employer committed to building a diverse staff and encourages applications from persons of all backgrounds. Tapestry does not discriminate on the basis of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age, disability, genetic information, or any other characteristic protected by applicable federal or state law in any employment practice.

Before hire, applicants must successfully complete a background investigation, which includes a criminal background check and any other checks as required by Georgia law and local Board policy.