EMPLOYMENT OPPORTUNITY—EDUCATIONAL ASSISTANT

Dec. 9, 2025

Position:	Educational Assistant
Location:	Monroe Grade School, Monroe, Oregon
Requirements:	Must be at least 21 years of age, submit to a fingerprint based criminal history check, high school diploma.
Job Goal:	To provide a well-organized, smoothly functioning class environment in which students can take full advantage of the instructional program and available resource materials.
Hours/Wage/Days:	6.5 hours per day, starting $15.90 per hour; school days only.
Benefits:	Insurance benefit of $1,082.00/month depending upon hours OR TSA benefit of $694/mo. District paid employee PERS (retirement) contribution. Paid leave including sick leave, personal days
Position Begins:	January 2026
Physical Qualifications:	In an eight hour day, employee may stand/walk 6-8 hours. Employee may use hands for repetitive single grasping, pushing/pulling, and fine manipulation. Employee may need to bend, twist, squat, and reach above shoulder frequently. Employee may need to climb occasionally. Employee may need to lift approximately 50 pounds, with frequent lifting and/or carrying of objects weighing 20-25 pounds.
Application Materials:	1. Letter of application 2. Resume 3. District application 4. Letters of recommendation
Closing Date:	Open until filled.

Applications available at https://monroe.k12.or.us/jobs. To request application by phone, mail or e-mail, contact: tonya.casarez@monroe.k12.or.us, 541-847-6292.

Return materials to: Personnel / Monroe School District #1J / 365 North 5th, Monroe, OR 97456, fax 541/847-6290 or e-mail tonya.casarez@monroe.k12.or.us.