

Semcac Head Start  
**PARAPROFESSIONAL FULL TIME FACT SHEET**

<b>Salary:</b>	Adjustments may be made for education and/or experience above the requirements on the job description.
<b>Hours:</b>	10 month appointment; Hourly/non-exempt position Monday through Friday. Hours per week may vary from 32-40 hours. Will be set each year. Additional hours may be available for staff meetings and trainings.
<b>Benefits:</b>	Vacation/Sick Leave for schedules at 20 hours/week or more  Holiday pay if scheduled to work on a holiday  Retirement 401(k) - up to 4% match after one year of employment  Section 125 – Flexible Benefit Plan
<b>Mileage:</b>	Reimbursed at US Government rate
<b>Orientation Period Review:</b>	Three (3) months of employment Prior to six (6) months of employment

**\* APPLICANT: Please note,**

To qualify for bi-lingual salary, applicant should provide documentation to attest to her/his qualifications. If these are not available, Semcac's Cultural Specialist will test of Spanish interpretation and translation (oral and written skills). Abilities in other languages will be tested by contracted specialists.