



**NORTHPOINT**  
CHARTER SCHOOL

## **2026-2027 Full-time**

### **High School Educational Assistant**

Northpoint Charter School is a state-authorized charter high school in the NE heights established in 2001. We are seeking a full-time Educational Assistant for grades 9-12 in an inclusion model. Duties include:

- Academic support
- Monitor and enter attendance
- Communicate absences to parents
- Support students with an IEP in general ed classes
- Assist with IEP contact logs
- Supervise morning arrival/lunch/break periods
- Promote positive school culture and PBIS
- Redirect behavior as needed
- Strong technology skills, knowledge of PowerSchool, Edgenuity, and EA experience preferred.

**Contract:** 186 days; July 29, 2026 – May 21, 2027; hours are 7:30-3:30, Monday-Thursday; 8:00-2:00 on Friday

**Salary:** Competitive compensation package with full benefits available

**Requirements:** Valid **Level 3** NM Educational Assistant License; must pass background/fingerprint check

**Application Process:** Please send a current resume, proof of licensure, and a cover letter to Lisa Mora, Executive Director at [lmora@northpointcharter.com](mailto:lmora@northpointcharter.com)

Northpoint Charter School

10301 Candelaria Rd NE

Albuquerque, NM 87112

505-296-7677

<https://www.northpointcharter.com/>