

EUNICE PUBLIC SCHOOLS
1720 AVE. K.
PO BOX 129
EUNICE, NM 88231
www.eunice.org

VACANCY NOTICE

POSITION: Educational Assistant – Self-Contained Special Education Room

BEGINNING DATE: IMMEDIATELY

SALARY: APPROPRIATE STEP ON SALARY SCHEDULE

Job Overview

Mettie Jordan Elementary is seeking a dedicated, compassionate, and supportive Educational Assistant to join our team for the 2026–2027 school year. This role will primarily support students and teachers within a self-contained Special Education classroom, helping to foster an inclusive, safe, and structured learning environment tailored to students' individualized needs.

QUALIFICATIONS:

1. High school graduate or equivalent or higher degree
2. Institutional experience preferred
3. Basic computer skills

APPLICATION PROCESS

1. Letter of Interest
2. Completion of District Application

DEADLINE: UNTIL FILLED

Return application and packet to:

Administration Office
Eunice, NM 88231
PH: (575) 394-2524

SELECTED APPLICANTS WILL BE INTERVIEWED FOLLOWING INITIAL SCREENING OF APPLICATION MATERIALS SUBMITTED.

APPLICATIONS DATED PRIOR TO PUBLICATION OF VACANCY NOTICE SHALL NOT BE CONSIDERED, CURRENT APPLICATIONS MUST BE SUBMITTED

The Eunice Public School District is an equal opportunity employer and does not discriminate on the basis of race, national origin, religion, age, sex, marital status or handicap in compliance with federal and state laws.