

HR Weekly Announcement: New ESP Job Openings

Date: November 18, 2025

To: All District Employees

Your JSD Human Resources Department is pleased to announce this week's new openings for Education Support Professionals (ESP) positions across the district. We will be posting weekly highlights in JEM.

Please share this information with anyone you think may be interested in these positions. This does not reflect all ESP positions posted within the last week, only a select number of featured positions.

Featured New ESP Positions

Here is a brief description of the new ESP vacancies posted this week:

- **Facility General Trades Technician FT (Roofing/Glazing):** Perform a variety of technically skilled work specializing in roofing and glazing.
 - *Location: ASB, Redwood Road*
 - **School Admin Assistant High School FT:** Plan, direct, organize and assign the work time of full and part-time clerical staff and student helpers. Provide administrative support to the principal and other administrators.
 - *Location: Copper Hills High*
 - **Classroom Assistant FT:** Assist teachers in a variety of capacities in the instruction of students.
 - *Location: Sunset Ridge Middle*
 - **Classroom Assistant FT-Student Intervention Specialist:** Supervise Teen Center/Working with at-risk students to prepare them for graduation.
 - *Location: Copper Hills High*
 - **Fundraising and Partner Development Coordinator:** Under the direction of the Foundation Administrator, the Fundraising & Partner Development Coordinator will provide dynamic, innovative, and fiscally responsible assistance to the fundraising process.
 - *Location: Jordan Education Foundation*
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How to View and Apply

Each posted position has specific criteria and due dates. To see the complete list of vacancies and to apply, click this link: [Jordan School District - Frontline Recruitment](#)

Thank you for your continued dedication to Jordan School District students and families!

Human Resources Department



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