

GOLDENDALE SCHOOL DISTRICT NO. 404

JOB DESCRIPTION

TITLE OF POSITION

PARAEDUCATOR, LAP PROGRAM

QUALIFICATIONS:

1. High school diploma or equivalent.
2. Associates degree OR 48semester/72quarter credits from an accredited college or university; OR passing score of 461 on the ParaPro Assessment.
3. Ability to work with students.
4. Willingness to continue education as opportunities are provided through the school.
5. Basic typing and computer skills.
6. Ability to keep accurate records or daily student contact.
7. Good communication skills.
8. Must be patient, compassionate, and persistent.
9. Successful completion of a criminal history and fingerprint check through the Washington State Patrol and FBI.
10. Within three years of employment, meet Washington State Core Competencies for paraeducators as defined in WAC 392.172A.02090(f).
11. Must pass physical.

REPORTS TO:

Building Principal

JOB GOALS:

The Paraeducator is responsible for supporting and assisting students in various school settings.

PERFORMANCE RESPONSIBILITIES:

1. Assist the Teacher in lesson plan preparation; one-on-one & small group instruction; classroom management; student observation & assessment.
2. Communication with parents and staff, in a variety of school settings as instructed by Teacher.
3. Supervise students in classroom, cafeteria, and on playground.
4. Collect data and report student progress.
5. Maintain accurate data collection records.
6. Provide positive behavior management support.
7. Participate in staff meetings, inservice programs, workshops and seminars.
8. Report to supervisor regularly about the schedule and atmosphere in the classroom.
9. Adapt teaching methods to achieve student goals.
10. Participate as a member of the education team. May attend parent conferences.
11. Other duties as assigned.

TERMS OF EMPLOYMENT:

Salary and work year to be established by the Board.

EVALUATION:

Performance of this position will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of classified personnel.