



SUBSTITUTE PARAEDUCATOR

Duties and responsibilities:

- The primary purpose of this position is to support learning for identified students under the direction of a certificated staff member;
- Maintain appropriate levels of confidentiality in all matters pertaining to students, parents, staff, and program;
- Supervise conduct and behavior of students in both formal and informal areas on or about the school premises as assigned;
- Supervise students at the elementary level during play and recess periods in and out of classrooms.
- Other related duties and responsibilities as assigned.

Training and knowledge desired:

- Experience in working with students in formal and informal activities and instructional settings;
- Course work in managing and attending to students with special needs.
- Health Tech Paraeducator assignments are limited to substitutes who have completed additional required district training which includes CPR and First Response certifications;
- Culinary Arts paraeducator substitutes assignments are limited to substitutes with a valid Food Handlers Permit.
- All substitute paraeducators will complete SafeSchools training;

Requirements:

- High School Diploma or equivalent;
- Ability to maintain strong, productive relationships with other employees, parents, and students;
- Maintain appropriate levels of confidentiality in all matters pertaining to students, parents, staff, and program;
- Willingness to perform tasks as assigned;
- Two (2) completed references

Required Knowledge, Skills, and Abilities Related to Cultural Competence and Equity:

- Ability to recognize and demonstrate awareness of own cultural identity as well as accepting and respecting the cultural identity of others;
- Commitment to establishing and supporting an environment that promotes cultural competence and equitable treatment of all staff, students, and families of the district;
- Ability to support and promote the Auburn School District's commitment to "Engage. Educate. Empower With Equity and Excellence".