

**TITLE:** Special Education Paraprofessional

**QUALIFICATIONS:**

1. Demonstrated aptitude for the work to be performed.
2. 2 years of college credits; or an associates degree or higher; or a passing score on ParaPro/Paraeducator; or 3 year's experience as a paraprofessional in a Minnesota School District
3. Able to lift 50 pounds.
4. Such alternatives to the above qualifications as the Special Education staff may find appropriate and acceptable.

**REPORTS TO:** Principal (for contract supervision) and  
Special Education Teacher (for job description supervision)

**JOB GOAL:** Provide the student necessary assistance so that the individual can be provided an environment in which that individual can take full advantage of the instructional program and available resources.

**PERFORMANCE RESPONSIBILITIES:**

1. Provide assistance to the special education teacher in implementing required special education processes.
2. Provide assistance to the special education teacher in implementing consultation.
3. Provide assistance to the special education teacher in implementing assessment tasks.
4. Provide assistance to the special education teacher in implementing instructional system processes including effective inter-personal skills.
5. Provide assistance to the special education teacher in implementing instructional requirements and other provisions of students' Individual Education Plans.
6. Completion of other tasks as directed by the principal or supervising teacher.
7. Maintain confidentiality as per mandated data privacy laws.

**TERMS OF EMPLOYMENT:** Will be determined by the needs of the individual student. Salary and work year to be established by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated annually in accordance with the provisions of the Board's policy on evaluation of noncertified personnel.