



CLIO AREA SCHOOL DISTRICT

1 MUSTANG DRIVE, CLIO, MICHIGAN, 48420
(810) 591-0500

Clio Elementary School

JOB TITLE: Elementary Resource Paraprofessional

REPORTS TO: Special Education Teacher, Building Principal, and Special Education Director

PERFORMANCE RESPONSIBILITIES:

- To assist teachers in working with students and with behavior management.
- To encourage students in their educational tasks through individual attention, praise, encouragement, and support.
- To assist in the lifting and movement of students with physical disabilities as appropriate.
- To perform hygiene and health-related procedures as required.
- Loads and unloads the student(s) from the school bus/vehicles
- Assists with meals, recreational activities, and bathroom duties as assigned.
- May be responsible for accompanying students to classes.
- Responsible for maintaining confidentiality regarding special education students.
- Performs other related duties as assigned.

QUALIFICATIONS:

- Education: A high school diploma is required; college coursework preferred.
- Experience: Previous work experience as an aide and working with children is preferred.
- Skills Characteristics:
 - The aide must have the ability to accept supervision and direction, as well as the ability to work creatively and skillfully with students.
 - The aide must have the physical stamina for lifting and movement in the case of non-ambulatory students.
 - The aide should exhibit emotional stability and good judgment in making decisions.

PAY RANGE: \$18.00-\$20.00

CONDITIONS OF EMPLOYMENT: 35 hours/week, 182 days per non-affiliated group

It is the policy of the Clio School District that no person shall on the basis of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity and in employment. Any questions concerning Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of handicap, should be directed to: Mrs. Kelly Kiss, Assistant Superintendent for Curriculum and Instruction, Clio Area Schools, 1 Mustang Drive, Clio, Michigan 48420.
