



BILINGUAL PARAPROFESSIONAL

QUALIFICATIONS:

- Ability to speak, read and write a foreign language fluently
- Paraprofessional licensure from ISBE

REPORTS TO:

- Building Principal or other designated supervisor

JOB GOAL:

- Under the direct supervision of a certified classroom teacher, the Bilingual Paraprofessional will provide assistance in the classroom and in related activities.

PERFORMANCE RESPONSIBILITIES:

1. Provide language support for students
2. Under supervision of the classroom teacher, assists in providing routine instruction to students
3. Assists in the preparation of instructional materials such as audio-visual aids, bulletin board displays, experiments, handout materials, and other material in support of the instructional program
4. Assists in the supervision of children on the playground, in the hallways, bus areas, and recreational activities
5. Under the direction of the classroom teacher, assists in classroom instruction as directed
6. Under the direction of the classroom teacher, provides special assistance to individual or groups of students as assigned
7. Performs unrelated duties for which teacher certification is not required

The above description covers the most significant duties performed, but does not exclude other occasional work assignments not mentioned, the inclusion of which would be in conformity with the skills and responsibility levels appropriate for this position.