

## **JOB DESCRIPTION**

### **SPECIAL EDUCATION PARAPROFESSIONAL**

NOME PUBLIC SCHOOLS

Range D (\$22.28-\$32.75/hour) DOE

#### **QUALIFICATIONS**

1. High School Graduate, or equivalent required. Two or more years of college preferred.
2. Must be mature, reliable, and able to relate to young people.
3. Previous successful experience working with Elementary, Junior High, or High School children.
4. Be able to work with students having special needs/behavior difficulties.
5. Must be able to assist and follow directions of the Special Education Director.

**REPORTS TO:** Special Education Director and Building Principal.

#### **PERFORMANCE RESPONSIBILITIES:**

1. Work under the immediate supervision of the Special Education Director and or Special Education Teacher.
2. Work with individual students assigned or task assigned.
3. Work with students on one to one basis to assist with academic and/or behavior problems.
4. Assist multi-handicapped students with hygiene, behavior/discipline needs.
5. Work to help develop the abilities of special needs students.
6. Work may involve lifting and or caring for special needs students, or students with behavior difficulties.
7. Cooperate with teachers and staff to aide student in accomplishing goals on their individual educational plan.
8. Perform other such duties as may be assigned by immediate supervisors.

#### **EMPLOYMENT TERMS:**

Position is a nine-month position or for the school year. Conditions of employment are established in accordance with the provision of the School Board.

Position is 7.5 hours per day, benefits are available.

For more information, please visit our district website at [www.nomeschools.org](http://www.nomeschools.org) click on Employment, then Classified. Applications are at the bottom of that page.

NOME PUBLIC SCHOOLS IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER