



## NOTICE OF VACANCY

**POSTING DATE:** September 4, 2025

**POSITION ID:** 25-ESP-42

**POSITION:** Special Education Paraprofessional Resource Room

**LOCATION:** Forest Elementary

**SALARY:** Starting at \$16.79 (ESP Master Contract, Level III)  
7 HRS/Day, 5 Days/Wk, 10 MO PARA Calendar

**START DATE:** 2025-2026 School Year

**DEADLINE:** **Until Filled**

### **JOB SUMMARY**

Farmington Public Schools is seeking a skilled and adaptable Paraprofessional to support the inclusion and success of students with Individualized Education Programs (IEPs) within the general education classroom as well as to assist with delivery of instructional services. The Paraprofessional works collaboratively with general and special education staff to ensure students have the access and support they need to thrive academically, behaviorally, and socially alongside their peers. The ideal candidate will be a patient, proactive, and discreet professional dedicated to fostering student independence.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

#### **Student Support & Accommodation:**

- Work with students on a one-to-one or small group basis within the general and special education classrooms to reinforce lessons, complete assignments, and master concepts.
- Ensure that all student accommodations and modifications as outlined in the IEP are consistently implemented (e.g., providing preferential seating, offering read-alouds, using visual aids, allowing for breaks).
- Promote student independence by gradually reducing prompts and support as students gain mastery.

#### **Behavioral Support & Implementation:**

- Skillfully and consistently implement student-specific Behavior Intervention Plans (BIPs) to encourage positive behavior and reduce classroom disruption.
- Proactively use positive reinforcement and de-escalation strategies to support student self-regulation.
- Model appropriate social and behavioral skills for students.
- Data Collection & Monitoring:
  - Keep accurate and objective data on student performance related to their specific IEP goals (academic, behavioral, and functional).
  - Maintain logs documenting student progress.
- Collect behavioral data (e.g., frequency, duration) as directed by the case manager.

#### **Collaboration & Communication:**

- Serve as a vital communication link between the general education teacher and the special education case manager.
- Regularly and professionally communicate with the general education teacher(s) regarding student progress, needs, and any challenges that arise in the classroom.

- Assist the special education teacher with preparing materials needed for student support.

#### **REQUIRED QUALIFICATIONS & EXPERIENCE**

- High School Diploma or equivalent.
- Must pass a criminal background check and obtain necessary clearances as required by the state and district.
- Current certification in CPR and First Aid (or willingness to obtain).

#### **PREFERRED QUALIFICATIONS**

- An Associate's Degree, or at least 60 college credit hours, or a passing score on a state-approved Paraprofessional assessment.
- Previous experience working with children, preferably those with special needs.
- Training or certification in behavior management techniques or Crisis Prevention Institute (CPI).

#### **SKILLS AND ABILITIES**

- Excellent communication and interpersonal skills to work effectively with teachers, students, and staff.
- Strong sense of flexibility and adaptability to work in various classroom environments with different teaching styles.
- Ability to be proactive while also taking direction from multiple sources.
- Strong organizational skills to manage data collection and schedules for one or more students.
- Discretion and the ability to maintain strict confidentiality.
- Physical ability to perform job responsibilities, which may include lifting up to 50 lbs, bending, sitting on the floor, and physically guiding or restraining students according to approved safety protocols.

#### **METHOD OF APPLICATION:**

Applications are being accepted online only, a basic resume must be attached. To apply for this position, click on [Farmington Public Schools](#) or select the following link: [Farmington Public Schools - Job Postings](#). For questions regarding this position contact [gazell.watkins@fpsk12.net](mailto:gazell.watkins@fpsk12.net).

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