

Pike County Schools

Job Description

Department: All Schools

Paraprofessional – EIP, Regular Education

Summary of Responsibilities:

The paraprofessional is responsible for providing small group and/or one-on-one instruction to students and providing instructional support services under direct supervision of a highly qualified teacher.

Functions and Tasks:

Instructional Support:

- Collaborates with supervising teacher(s) to plan for instructional assistance.
- Takes responsibility for personal professional growth and shares the responsibility for the continuous improvement of the school.
- Establishes procedures that support a positive, productive learning environment. Provides instructional assistance to individual or small groups of students.
- Performs any other duties deemed necessary by school administrator.

• **Required Minimum Education, Training, and Licensing:**

- ⊖ Associate's degree or 2 years (60 semester hours) of college and/or passing score on the Paraprofessional GACE exam
- ⊖ Valid GA Paraprofessional certificate

Qualifications:

Multi-tasking and organizational skills, strong communication skills, knowledge of and the ability to assist in instructing, reading, writing, and mathematics, ability to work with students of all ages.

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