

Pike County Schools
Job Description
Department: All Schools

Special Education Paraprofessional

Summary of Responsibilities:

Support teachers in implementing and meeting educational, behavioral, social, and emotional needs of students in the classroom.

Functions and Tasks:

Classroom Instruction

- Assist students with physical needs including feeding, toileting, lifting, and mobility.
- Assist students with health care procedures including hygiene and medications as needed for daily care.
- In accordance with lesson plans developed by the teacher, provides small group and/or individualized instruction to students.
- Monitor students before and after school and during other non-instructional transitional periods.
- Assist teachers with daily classroom management activities and other record keeping tasks.
- Assist teachers with the development and organization of appropriate instructional materials for use with students and ensure the availability of these materials prior to scheduled instructional segments.

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:

- When appropriate, reasonable accommodation will be provided to afford persons with disabilities an opportunity to perform the essential functions of the position.
- Knowledge of normal and abnormal child development; educational principles and approaches pertinent to children with disabilities; knowledge of security and safety procedures.
- Skills in oral, written, and interpersonal communications; operation of basic office equipment and computer programs; basic academic skills; classroom and behavior management.

Reports To: Principals or Principal Designee

Updated: April 2023

