PORT ANGELES
SCHOOL DISTRICT

Job Description

R2 SPECIAL EDUCATION PARAEDUCATOR
One Year Only 2026-2027

DESCRIPTION

This is a One Year Only Position. The R2 Special Education Base Paraeducator provides instructional, behavioral, social-emotional, personal, and supervisory support to students with significant and/or complex special education needs. Working under the direction of certificated staff, the paraeducator assists students in accessing instruction, participating meaningfully in the school environment, developing independence and functional skills, and making progress toward goals identified through their Individualized Education Programs (IEPs).

The R2 Base Paraeducator is assigned to the R2 special education program may support multiple students throughout the school day. Students served within the R2 program may require a higher level or intensity of adult assistance to access learning and participate safely and successfully in school activities. This position may include recess/lunch supervision.

Essential Functions of this position may include:

- working as part of a special education support team under the direction of the special education teacher which may include supporting students in a general education classroom or special education classroom either one-to-one or in small groups
- following the day-to-day schedule as directed by the special education teacher
- taking direction from the special education teacher regarding instructional materials, methods and prompts
- provide individual and/or small group academic, adaptive, social/emotional, behavioral, vocational, communication, life skills and other instruction to students as directed by the special education teacher
- assist and instruct students with personal hygiene and toileting
- ability to independently lift up to 50 lbs.
- maintain accurate student records (data sheets, progress notes, etc.)
- follow through with prescribed behavior management programs
- be trained in district approved de-escalation and restraint and follow district procedures for recording events
- collaborate and communicate regularly with special education teacher and general education teacher regarding student progress and needs
- use assistive technology devices as directed
- assist with loading and unloading of students from busses
- assist and instruct students with eating/feeding skills
- lift or assist with lifting students to and from wheelchairs
- assist with activities of daily living (e.g. toileting, change diapers if needed, feeding)
- sanitize classrooms and equipment using approved materials
- maintain confidentiality

KNOWLEDGE, SKILLS & ABILITIES

- Knowledge of and the ability to assist in instructing, reading, writing, spelling, and mathematics; or knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate.

KNOWLEDGE, SKILLS & ABILITIES (Continued)

- Knowledge and experience in working with all students, including disabled students.
- Skills in written and oral communications.
- Skills in completing assigned tasks.
- Ability to establish and maintain effective working relationships in a team environment with a variety of staff, students and the public in a multi-cultural environment.
- Ability to communicate effectively with students, staff and parents using tact, courtesy, and good judgment.
- Ability to work with a high degree of accuracy and attention to detail to meet deadlines in an atmosphere with frequent interruptions.
- Ability to understand and follow written and oral instructions, policies, and procedures.
- Ability to operate standard office equipment, computers, and adaptive devices.
- Ability to maintain confidentiality.
- Ability to work outdoors in inclement weather.

WORKING CONDITIONS

Physical hazard exists when a paraeducator interacts with disabled students who may be prone to violent or aggressive behavior and with students who have been diagnosed with communicable diseases, such as hepatitis, herpes simplex virus, acquired immune deficiency, or cytomegalovirus.

Exceptional physical effort is required when a paraeducator is required on a frequent basis to lift and position physically impaired students. Examples include lifting and positioning students in and out of a vehicle, wheelchair, and therapy equipment.

Disagreeable working conditions exist when a paraeducator must manage on frequent basis seizures, vomiting, choking, toileting, feeding, spasms, spitting and other student behaviors.

PHYSICAL REQUIREMENTS

- Ability to stand or sit for prolonged periods.
- Ability to lift and reposition students.

EDUCATION AND EXPERIENCE

- High school diploma or equivalent and
- Completed at least two years of study at an institution of higher education (72 quarter credits or 48 semester credits); or
- Obtained an Associate's (or higher) degree; or
- Successfully passed the ParaPro Assessment developed by the Educational Testing Service.

Wages - $23.10 - $30.09 Depending upon School District Employment
Benefits - Medical, Retirement, Basic Life/AD&D, Basic Long-Term Disability, FSA & HSA. Any employee anticipated to work at least 630 hours in the school year is eligible for benefits.

To apply, visit our website at: https://portangelesschools.org/about/employment. Only complete applications will be considered. If needing assistance, call HR at (360) 565-3722.

PASD Non-Discrimination Statement

Port Angeles School District is an Equal Opportunity Employer Port Angeles School District does not discriminate in any programs or activities on the basis of sex, race,creed,religion,color, national origin, age, veteran or military status,sexual orientation, gender expression or Identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination: Title IX Coordinators, Civil Rights Compliance Coordinators: Scott Harker, 905 W 9th St. Port Angeles, WA 96363, (360) 457-8575, sharker@portangelesschools.org,for Section 504/ADA Coordinator Michaela Clancy, 905 W 9th St. Port Angeles,WA 98363, (360) 457-8575, mclancy@portangelesschools.org.

The Port Angeles School District will also take steps to assure that national origin persons who lack English language skills can participate in all education programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact the Deputy Associate Superintendent located at 905 W 9th St, Port Angeles, WA 98363, 360-457-8575.