

Job Title: Independent Paraprofessional

Formerly: Follow That Kid (FTK)

Reports to: Building Administrator and Supervisor of Special Education

Building: Assigned building

Compensation: Hourly

Overtime Status: Non-Exempt

Date Job Revised: September 6, 2016

Position Summary:

Work under the direction of the classroom teacher while assisting individual student with academic, behavior, and social needs. Assist student with classroom activities, transitioning between classes, assist and supervise student during recess and special classes.

Minimum Qualifications/Job Requirements:

- Education: High school graduate with

Specialized Knowledge, Licenses, etc: Preferred experience working with special needs / at risk students. Preferred two years of community college credit or equivalent work experience.

Other: Ability to work cooperatively and collaboratively with others, demonstrate self-discipline and initiative, follow state and district guidelines.

- Patience in instruction and the ability to be satisfied with seeing small increments in progress during the students' school year.
- Ability to follow curriculum and teacher's written and verbal instructions.
- Good attendance and punctuality.
- Must pass criminal history background check.

Duties and Responsibilities:

- Directly responsible to the classroom teacher in which student is assigned.
- Under the direct supervision of the classroom teacher assist in:
 - Support and delivery of classroom content instruction
 - Develop and implement individual goals / objectives for student social/emotional/academic growth and development.
 - Keep accurate logs of attendance, classroom progress
 - Weekly written progress documentation between teacher, parent, and ancillary staff
 - Instructing/supervising children throughout the school program, which may include physical education/aquatic activities
 - Maintaining good home and school relations
 - Lunch program
 - Assisting students entering and exiting building
- Attend professional development meeting, staff meetings, or meetings as requested.
- Other duties as assigned by the teacher/principal/supervisor

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