

**The Hampton School District**  
**SAU90**  
**Job Description**

**POSITION:**     **Special Education Paraprofessional/Rehabilitation Assistants**

**QUALIFICATIONS:**

High School Diploma

Demonstrated interest in children and education

NH Para-educator certification preferred

**REPORTS TO:**

Director of Special Education

**RESPONSIBILITIES:**

- Provide tutoring services to students under the supervision of a special education teacher
- Provide other services specifically outlined in student's Individual Education/504 Plan
- Provide anecdotal reports when deemed necessary
- Serve as a resource person, if and when requested, to the Core Team regarding student needs and progress
- Alert teacher(s)/Special Education Director of any concerns about the student
- Accompany assigned student on field trips as specified in the Individual Education/504 Plan
- Recognize and maintain confidentiality on student progress and records
- Recognize that all communication with parents and other third parties regarding the student is not the responsibility of the assistant and such communication shall be directed to the appropriate personnel
- Assist teacher in maintaining appropriate classroom behavior or monitoring specific behavior management plans
- Assist with supervisory duties including, but not limited to, recess, lunchroom, and bus
- Perform other duties and responsibilities as assigned by the Director of Special Education

**OTHER**

- Performs all other duties as assigned

**EVALUATION**

Job performance will be evaluated by the Director of Student Services in accordance with The Hampton School District Policy

**TERMS OF EMPLOYMENT**

Part-time ten (10) months per year position

A clear criminal background check is required

Verification of health to perform the job may be required

The Hampton School District/SAU90 is an Equal Opportunity Employer. This position is subject to Hampton School District/SAU90 policy, rules and regulations.