

Yuba City Unified School District
PARAEDUCATOR - SPECIAL EDUCATION

RANGE 25.5

DEFINITION

Under general supervision, serve as an assistant to a teacher in the instruction and supervision of special education students; assists in the preparation and assembling of teaching materials; relieve the teacher of routine clerical duties; do related work as required.

EXAMPLES OF DUTIES

Works with students individually or in small groups, tutoring, reinforcing or following up on the teacher's lessons; assists in testing and in scoring tests and in the evaluation of the instruction and the student's progress and problems; assists in monitoring Individual Education Plans (IEP'S); follow teacher's lesson plans, assists teacher in preparation of plans; prepares materials and equipment and operates basic and specialized instructional equipment; assists in maintaining order among students in the classroom and on the school grounds; maintains student records and files as directed by teacher; attend to students' physical needs in the classroom; may be required to assist in hygiene, toileting and with special health/emotional needs; may be required to provide specialized health care in accordance with Education Code Section 49423.5; types or duplicates lessons, texts, and other instructional materials; maintains an inventory of equipment; keeps records such as attendance; grades, test scores, student progress; organizes classroom or learning facility; supervises students on field trips, at lunch, or on the school grounds; rides the bus with students.

EMPLOYMENT STANDARDS

Education and Experience: Equivalent to completion of the twelfth grade; two years of experience as an instructional aide or similar child related position. Must have completed one of the following prior to the date of hire: Passing score on the Paraeducator Exam; or an Associate's degree; or 48 college units.

Knowledge of: Child growth and development; basic methods used in instruction; recreational activities suitable for children; approved techniques of supervision; English usage, grammar, spelling, punctuation and vocabulary.

Ability to: Read, write and speak English at a level sufficient to fulfill the duties to be performed;; understand and apply rules, regulations, procedures, and policies; establish and maintain effective working relationship with special education students, parents, teachers and administrators; follow and implement behavior plan for special education students; type at 45 words per minute; operate specialized instructional equipment; pass cardiopulmonary resuscitation and first aid certification tests; lift up to 50 lbs

03/14/2023