

**Central Valley School District  
Job Description #516**

**TITLE: Paraeducator – Special Education BI – CI – AI Services**

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**GENERAL SUMMARY**

Provides direct and indirect educationally related services to disabled students and assists the Special Education Teacher in creating a positive learning environment to facilitate the personal, social and intellectual development of students. This position pertains to self-contained instructional programs. All Paraeducator positions may include instructional and supervisory duties.

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**ESSENTIAL JOB FUNCTIONS**

Depending upon the individual assignment, the Paraeducator may perform all or a combination of the following:

1. Work cooperatively with students, classroom teachers, special education teachers, specialists, parents, and administration while performing assigned duties and responsibilities.
2. Provide instruction to disabled students in areas of educational remediation as assigned and supervised by the special education teacher.
3. Provide assistance to the special education teacher in the following areas: developing instructional materials, managing student performance, monitoring results, recording data, carrying out Positive Support Plans, Behavior Intervention Plans, and the general classroom management plan.
4. Respond appropriately to any special medical needs such as seizures, respiratory, etc.
5. May include toileting/bathrooming/diapering.
6. Supervise all school activity areas, utilizing good judgment.
7. Enforce safety regulations on campus and in building.
8. Enforce school discipline policies and procedures.
9. Take care of and assist in minor injuries.
10. Make sure unauthorized persons are not on the campus.
11. Perform other duties as required by the Building Principal (i.e., assist with lunch supervision, assist with parking, valet, or safety issues).

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**QUALIFICATIONS**

1. High school diploma or equivalent
2. AA degree, 2 years of college level credits or passing score on the Washington State ETS Parapro Praxis test. **Proof of one of these MUST be submitted prior to close of job posting.**
3. Passing score on the Scheig Paraeducator Assessment test.
4. Demonstrated interest in working with disabled students.
5. Demonstrated ability to communicate clearly and work effectively with students, staff, and parents.
6. Must pass district required testing in reading, language, spelling, and math.
7. Exhibit **confidentiality**, initiative, creativity and enthusiasm in performing job functions.
8. Required to participate in inservice and related paraprofessional growth activities, as appropriate.
9. Required to receive instruction and/or supervision from the assigned special education teacher as it relates to providing educational services to the disabled student.

10. A current first aid card is required.
11. MANDT training required as well as demonstrated ability to apply training in a classroom/school setting.
12. Demonstrated ability/experience in working with students with Autism and/or emotional disabilities.
13. Demonstrated ability to lift 50 pounds, get down on the floor, and/or move quickly to maintain safety.

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**GENERAL DEMANDS:**

Required to work with students with a wide range of cognitive and emotional disabilities, which may include students with Autism Spectrum disorders and severe emotional/behaviors. Required to understand and communicate with students with widely diverse language and cultural backgrounds.

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**PHYSICAL DEMANDS**

Potentially exposed to the following: ordinary infectious diseases as carried by students; physical and verbal behaviors that can be high in intensity, frequency and duration. Must be able to lift up to 50 pounds, get down on the floor, or move quickly to maintain safety. Required to work outdoors in inclement weather; required to stand for prolonged periods, and required to hold equipment in proper position for varying lengths of time.

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**REPORTING RELATIONSHIPS**

This position reports to the Building Principal/Designee/Special Education Teacher

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**CONDITIONS**

The preceding list of essential functions is not exhaustive and may be supplemented as necessary.

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**UNIT AFFILIATION**

PSE – Paraeducators

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**CLASSIFICATION HISTORY**

Created 06/13  
Revised 02/18  
Revised 03/19