



Paraeducator - General Education

Class Code:
PARAGE

VASHON ISLAND SCHOOL DISTRICT (WA)
Established Date: Aug 31, 2021
Revision Date: Oct 28, 2021

SALARY RANGE

\$23.34 - \$28.16 Hourly

JOB DESCRIPTION:

Provide instructional assistance as assigned under the direction of Certificated staff with an ongoing focus on equity and educational justice. This may include small group instruction, one-to-one social-emotional and or academic support.

EXAMPLES OF DUTIES:

Under the supervision of the Building Principal or designee, the position performs some or all of the following typical duties:

- Implement adapted curricula as directed by Certificated staff.
- Document student progress.
- Provide assistance and guidance to individual students.
- Report regularly to teacher and/or Program Director and be responsive changing requirements.
- Collect data and document student progress based on achievement indicators.
- Utilize differentiated instruction as directed by Certificated staff and/or Program Director.
- Ensure physical and emotional safety of students.
- Enforce school rules and monitor student behavior in non-classroom settings.
- Participate in staff and department meetings.
- Work cooperatively with other staff and administrators.
- Fulfill other job related responsibilities as assigned

QUALIFICATIONS:

- High School Graduate or completion of GED.
- Must be 18 years of age or older.
- Minimum AA Degree OR 72 credits of post high school high school course work at 100 level or higher OR passing score on the ETS ParaPro test.
- Willingness and ability to complete State mandated training and certification as offered by the District.
- Training or experience working with students in tutoring groups and/or individuals preferred.

Pay level is determined by verified relevant prior experience and verified post-high school education.

SUPPLEMENTAL INFORMATION:

COGNITIVE DEMANDS

- Requires organization and time management;
- Requires adaptability and flexibility in working with different students, staff, parents, and community members;
- Requires effective decision-making and problem-solving;
- Requires dealing with difficult, upset, or angry individuals on occasion.

PHYSICAL DEMANDS

- May require prolonged standing or sitting;
- While performing the duties of this job, the employee may be required to sit, stand, walk, lift, carry, stoop, kneel, talk and hear.

OTHER REQUIREMENTS:

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Must be self-motivated and a self-initiator, working within program requirements and teacher supervision/direction.
- Must possess ability to monitor student behavior and enforce rules while establishing a positive rapport with students with a constant focus on educational justice and equity.
- Cultural Competency; ability to effectively work with diverse populations.
- Must possess ability to establish and maintain effective working relationships with staff.
- Must have good record-keeping skills including data collection on student achievement of learning and behavioral indicators.
- Must be able to implement curriculum as directed by classroom teacher and/or district specialists.
- Must have ability to follow established protocols for student(s) instruction, safety and daily documentation.
- Must be flexible; able to work with students with varying needs.
- Must be able to work respectfully with a wide variety of cultures.
- Must demonstrate excellent communication and problem-solving skills.

- Must be willing to meet Washington State paraeducator competency requirements.
- Must demonstrate ability to maintain confidentiality.
- Valid first aid and CPR card.