

Job Title: SPECIAL EDUCATION PARAPROFESSIONAL

JOB SUMMARY:

Under the direction of assigned supervisor, assist a certificated teacher in providing instruction and behavioral support interventions to individuals or small groups of students in special education programs. **ICS is now recruiting culturally proficient educators to join the 2023-2024 staff. This position is for one year only.** Work is performed under the direction of the Special Education Coordinator.

Essential functions of the job may include but are not limited to the following:

- Assist the special education teacher in implementing student's Individual Educational Plan (IEP) goals and modifications/accommodations
- Assist students in the general education classroom helping the student to access the curriculum
- Assist in supporting classroom discipline and implementing behavior management programs
- Implement lesson plans, drills, and assignments under direction of the special education teacher assisting students in reaching academic goals and grade level standards
- Assist students during field trips and other outings
- Collect and maintain data as directed by supervising special education teacher
- Assist special education teacher with preparatory materials
- Assist students in developing self-help, social and communication skills as assigned
- Maintain confidentiality of student records and information.
- Monitor students during arrival and dismissal
- Provide ongoing 1:1 support as needed for individual students during transitions, lunch/recess, specials, and in the general education classroom

Knowledge Skills and Ability Required:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- A minimum of a high school diploma, 2-4 year college degree preferred.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to reteach and reinforce early elementary academic skills.
- Ability to communicate effectively orally and in writing.
- Ability to accurately record and summarize data as directed by the special education teacher.
- Pass Para-Pro examination or have 60 hours of college credit.
- Previous experience with children or students with special needs in a school setting.
- Willingness to participate in pre and ongoing training programs.

Salary: \$30,000 -\$40,000 with benefits